

FINANCIAL AND REVENUE ADMINISTRATION

Comptroller of the Treasury

State Treasurer

State Department of Assessments and Taxation

State Lottery Agency

Property Tax Assessment Appeals Boards

Registers of Wills

COMPTROLLER OF MARYLAND

MISSION

The Comptroller of Maryland provides executive leadership for Maryland's financial management services. The Comptroller is accountable for the fair and efficient collection of taxes, regulation of businesses, accurate forecasting and accounting of revenues and expenses, and the provision of technological services to State agencies.

VISION

The Comptroller of Maryland will achieve a favorable national reputation for fiscal management of the State by providing superior tax, regulatory, and technological services that promote the prosperity of the people and businesses of Maryland.

KEY GOALS, AND OBJECTIVES

- Goal 1.** Provide public services in ways that achieve the highest level of individual and business customer satisfaction.
- Objective 1.1** Implement alternative methods for customers to file tax returns and make tax payments.
 - Objective 1.2** Provide customers with enhanced, convenient access to services through the use of Internet applications, the Comptroller's branch offices, improved telecommunications, improved methods for data transfers, and by establishing a formal taxpayer liaison office for problem resolution.
- Goal 2.** Take advantage of existing and emerging information technology applications to enhance business processes that currently use little or no technology, and improve the infrastructure for efficient implementation of these new technologies.
- Objective 2.1** Expand and/or implement e-government services through enhanced Internet, Intranet, and Extranet applications.
 - Objective 2.2** Increase use of electronic file transfers, document imaging, and alternative tax payment and return processing methods.
 - Objective 2.3** Enhance infrastructure, including mainframe and related disaster recovery capabilities. Continue to use the latest security protection technology and local area network services.
- Goal 3.** To be a competitive and desirable employer which develops and retains a diverse and competent workforce providing excellent service to individuals, businesses, and government.
- Objective 3.1** Maximize the attractiveness of the Comptroller's Office as an employer by promoting career opportunities, expanding direct hire from the marketplace, and offering flexible employee initiatives.
- Goal 4.** Vigorously enforce tax laws essential to the fair treatment of all taxpayers.
- Objective 4.1** Implement data warehousing to increase effectiveness of matching and audit selection programs.
 - Objective 4.2** Continue aggressive compliance efforts by Field Enforcement Division of use tax enforcement, cigarette smuggling interdiction, and fuel tax evasion interdiction.

COMPTROLLER OF MARYLAND

SUMMARY OF COMPTROLLER OF MARYLAND

	2003 Actual	2004 Appropriation	2005 Allowance
Total Number of Authorized Positions.....	1,125.70	1,103.20	1,120.20
Total Number of Contractual Positions.....	20.90	31.40	29.90
Salaries, Wages and Fringe Benefits.....	60,054,393	59,414,917	61,871,670
Technical and Special Fees.....	848,401	969,383	1,161,262
Operating Expenses.....	38,697,676	43,342,284	41,904,149
Original General Fund Appropriation.....	68,594,650	67,054,692	
Transfer/Reduction.....	376,000	-1,324,188	
Total General Fund Appropriation.....	68,970,650	65,730,504	
Less: General Fund Reversion/Reduction.....	5,606,170		
Net General Fund Expenditure.....	63,364,480	65,730,504	67,329,904
Special Fund Expenditure.....	12,678,963	12,665,925	12,860,947
Reimbursable Fund Expenditure.....	23,557,027	25,330,155	24,746,230
Total Expenditure.....	<u>99,600,470</u>	<u>103,726,584</u>	<u>104,937,081</u>

SUMMARY OF OFFICE OF THE COMPTROLLER

	2003 Actual	2004 Appropriation	2005 Allowance
Total Number of Authorized Positions.....	68.00	66.00	66.00
Total Number of Contractual Positions.....	2.40	2.40	1.40
Salaries, Wages and Fringe Benefits.....	4,192,938	4,044,399	4,034,314
Technical and Special Fees.....	226,032	254,761	215,104
Operating Expenses.....	3,075,496	3,947,162	3,490,596
Original General Fund Appropriation.....	4,108,698	3,884,106	
Transfer/Reduction.....	-150,862	-92,356	
Total General Fund Appropriation.....	3,957,836	3,791,750	
Less: General Fund Reversion/Reduction.....	289,457		
Net General Fund Expenditure.....	3,668,379	3,791,750	3,908,271
Special Fund Expenditure.....	676,845	606,048	598,035
Reimbursable Fund Expenditure.....	3,149,242	3,848,524	3,233,708
Total Expenditure.....	<u>7,494,466</u>	<u>8,246,322</u>	<u>7,740,014</u>

COMPTROLLER OF MARYLAND

E00A01.01 EXECUTIVE DIRECTION – OFFICE OF THE COMPTROLLER

PROGRAM DESCRIPTION

The Comptroller has general supervision over the fiscal affairs of the State. The program coordinates the functions of the various divisions and formulates policies to promote prompt collection of various revenues.

COMPTROLLER OF MARYLAND

OFFICE OF THE COMPTROLLER

E00A01.01 EXECUTIVE DIRECTION

Appropriation Statement:

	2003 Actual	2004 Appropriation	2005 Allowance
Number of Authorized Positions	30.50	30.00	30.00
Number of Contractual Positions.....	2.40	2.40	1.40
01 Salaries, Wages and Fringe Benefits	2,213,193	2,201,356	2,202,393
02 Technical and Special Fees	115,806	114,761	75,104
03 Communication.....	64,409	83,802	82,173
04 Travel.....	23,618	45,251	39,000
07 Motor Vehicle Operation and Maintenance	31,420	7,654	9,065
08 Contractual Services	47,181	87,772	80,973
09 Supplies and Materials	36,806	75,176	64,800
10 Equipment—Replacement	2,781	25,455	27,151
11 Equipment—Additional	6,596		5,841
13 Fixed Charges	42,035	46,090	52,035
14 Land and Structures.....	1,741	1,300	
Total Operating Expenses.....	256,587	372,500	361,038
Total Expenditure	2,585,586	2,688,617	2,638,535
Original General Fund Appropriation.....	2,460,955	2,378,509	
Transfer of General Fund Appropriation.....	-127,486	-57,875	
Total General Fund Appropriation.....	2,333,469	2,320,634	
Less: General Fund Reversion/Reduction.....	154,299		
Net General Fund Expenditure.....	2,179,170	2,320,634	2,288,644
Special Fund Expenditure.....	406,416	367,983	349,891
Total Expenditure	2,585,586	2,688,617	2,638,535
Special Fund Income:			
E00353 Admissions and Amusement Tax.....	29,790	26,186	36,002
E00381 Motor Fuel Tax.....	363,346	341,797	313,889
SWF307 Dedicated Purpose Fund	13,280		
Total	406,416	367,983	349,891

COMPTROLLER OF MARYLAND

E00A01.02 FINANCIAL AND SUPPORT SERVICES – OFFICE OF THE COMPTROLLER

PROGRAM DESCRIPTION

The Financial and Support Services program administers the finance, procurement, personnel, and other administrative functions for the Comptroller of Maryland. It is also responsible for the accounting records of the Capital Grants and Loans program and records concerning debt service for the State's General Obligation Bonds.

MISSION

The mission of the Financial and Support Services Program is to provide high quality, efficient and timely financial, personnel, and administrative services to support the achievement of the goals and objectives of the Comptroller of Maryland.

VISION

The Financial and Support Services program supports the attainment of the goals and objectives for the Comptroller of Maryland. Performance measures for this program are therefore not presented.

COMPTROLLER OF MARYLAND

E00A01.02 FINANCIAL AND SUPPORT SERVICES — OFFICE OF THE COMPTROLLER

Appropriation Statement:

	2003 Actual	2004 Appropriation	2005 Allowance
Number of Authorized Positions	37.50	36.00	36.00
01 Salaries, Wages and Fringe Benefits	1,979,745	1,843,043	1,831,921
02 Technical and Special Fees	110,226	140,000	140,000
03 Communication	2,258,408	2,758,589	2,554,483
04 Travel	2,353	3,400	3,000
08 Contractual Services	136,701	437,796	239,984
09 Supplies and Materials	194,345	284,990	243,850
10 Equipment—Replacement	3,375	18,237	18,641
11 Equipment—Additional	96,518	5,000	3,600
12 Grants, Subsidies and Contributions	115,120	65,000	65,000
13 Fixed Charges	11,723	1,000	1,000
14 Land and Structures	366	650	
Total Operating Expenses	2,818,909	3,574,662	3,129,558
Total Expenditure	4,908,880	5,557,705	5,101,479
Original General Fund Appropriation	1,647,743	1,505,597	
Transfer of General Fund Appropriation	-23,376	-34,481	
Total General Fund Appropriation	1,624,367	1,471,116	
Less: General Fund Reversion/Reduction	135,158		
Net General Fund Expenditure	1,489,209	1,471,116	1,619,627
Special Fund Expenditure	270,429	238,065	248,144
Reimbursable Fund Expenditure	3,149,242	3,848,524	3,233,708
Total Expenditure	4,908,880	5,557,705	5,101,479

Special Fund Income:

E00353 Admissions and Amusement Tax	21,850	17,912	24,550
E00381 Motor Fuel Tax	248,579	220,153	223,594
Total	270,429	238,065	248,144

Reimbursable Fund Income:

E00901 Receipts from Users of Mailroom, Printshops and Other Supplemental Services	3,149,242	3,848,524	3,233,708
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COMPTROLLER OF MARYLAND

E00A02.01 ACCOUNTING CONTROL AND REPORTING – GENERAL ACCOUNTING DIVISION

PROGRAM DESCRIPTION

The general objectives of this program are the exercise of financial control, accounting for all State funds received and disbursed, and the preparation of monthly and annual financial reports and such other statistical information as required by law or fiscal policy.

MISSION

The Comptroller's General Accounting Division is the State's central accounting office, providing an extensive menu of financial services to assist the State Comptroller in fulfilling his Constitutional responsibilities to provide "general superintendence of the fiscal affairs of the state." Legal and customer requirements and technological innovations dictate the services provided. Services are provided to state agencies, vendors, and those individuals and investors interested in the financial position and results of operations of the State.

VISION

The Comptroller's General Accounting Division is dedicated to providing cost effective services promptly, efficiently, and courteously. The division will continually strive to provide accounting expertise and a wide range of financial services to customers using leading edge technologies and best business practices.

KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES

Goal 1. To maintain and improve the State's reputation for excellence and integrity in accounting and financial reporting.

Objective 1.1 To produce the State of Maryland Comprehensive Annual Financial Report in compliance with generally accepted accounting principles, as promulgated by the Governmental Accounting Standards Board.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Quality: Unqualified opinion by an independent accounting firm	Received	Expected be received	Expected be received	Expected be received

Objective 1.2 To receive the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association of the United States and Canada.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Output Certificate of Excellence in Financial Reporting	Received	Expected be received	Expected be received	Expected be received

Goal 2. To review agency expenditure requests for compliance with State laws and regulations and authorize disbursements from the State Treasury on a timely basis. To respond promptly and courteously to requests from vendors and State agencies.

Objective 2.1 Ensure State agencies expenditures are limited to amounts authorized by appropriations.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Quality: Number of appropriation accounts over expended in the State's R*STARS accounting system	None	None	None Expected	None Expected

COMPTROLLER OF MARYLAND

E00A02.01 ACCOUNTING CONTROL AND REPORTING – GENERAL ACCOUNTING DIVISION (Continued)

Objective 2.2 Approve or reject 99% of agency payment requests and submit approved requests to the State Treasurer for disbursement within five working days.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Quality: Percent of payment requests processed within 5 days	99.9%	99.9%	99.9%	99.9%
Output: Total amount of disbursements (billions)	\$27.4	\$31.5	\$32	\$32

Objective 2.3 Expand use of Corporate Charge Card to at least 50% of total eligible payments.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Outputs: Corporate Charge Card transactions	652,638	660,299	666,902	673,571
Corporate Charge Card purchases (millions)	\$184.7	\$186	\$187	\$189.7
Quality: Corporate Charge Card transactions as a percentage of eligible vendor payment transactions	38%	38%	45%	48%
Rebate from Program (millions)	\$1.576	\$1.589	\$1.605	\$1.621

Objective 2.4 Respond to 90% of vendor payment inquiries within 5 minutes

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Inputs: Number of vendor payment inquiries completed	10,767	13,746	12,000	10,000
Quality: Percentage of vendor payment inquiries completed within 5 minutes	92%	96%	96%	96%

COMPTROLLER OF MARYLAND

GENERAL ACCOUNTING DIVISION

E00A02.01 ACCOUNTING CONTROL AND REPORTING

Appropriation Statement:

	2003 Actual	2004 Appropriation	2005 Allowance
Number of Authorized Positions	48.00	47.00	47.00
01 Salaries, Wages and Fringe Benefits	2,511,840	2,572,400	2,689,335
02 Technical and Special Fees			1,025
03 Communication	583,590	616,644	627,782
04 Travel	8,125	10,278	10,455
07 Motor Vehicle Operation and Maintenance	215	1,610	
08 Contractual Services	1,318,022	1,532,507	1,443,625
09 Supplies and Materials	50,627	70,005	66,823
10 Equipment—Replacement	107,823	10,136	13,432
11 Equipment—Additional	5,310	5,310	5,500
12 Grants, Subsidies and Contributions	23,474	26,000	24,474
13 Fixed Charges	4,261	4,689	6,004
14 Land and Structures	1,492		
Total Operating Expenses	2,102,939	2,277,179	2,198,095
Total Expenditure	4,614,779	4,849,579	4,888,455
Original General Fund Appropriation	4,976,128	4,702,501	
Transfer of General Fund Appropriation	-18,600	147,078	
Total General Fund Appropriation	4,957,528	4,849,579	
Less: General Fund Reversion/Reduction	342,749		
Net General Fund Expenditure	4,614,779	4,849,579	4,888,455

COMPTROLLER OF MARYLAND

E00A03.01 ESTIMATING OF REVENUES - BUREAU OF REVENUE ESTIMATES

PROGRAM DESCRIPTION

The Bureau of Revenue Estimates operates in accordance with Section 6-101 of the State Finance and Procurement Article. The Bureau is staff to the Board of Revenue Estimates composed of the Treasurer, Comptroller, and Secretary of Budget and Management. The Board of Revenue Estimates reviews the information and recommendations supplied by the Bureau and submits to the Governor, for submission to the General Assembly, an itemized statement of estimated revenues for the current and succeeding fiscal years.

MISSION

The Bureau of Revenue Estimates forecasts Maryland's revenues and determines the fiscal impact of proposals to change Maryland's tax laws. The bureau is accountable to the Board of Revenue Estimates for accurate forecasting of state revenues and the economy.

VISION

The Bureau of Revenue Estimates will be recognized inside and outside Maryland as the primary source of information and analysis regarding all aspects of Maryland taxes and revenues upon which sound public policy decisions can be based.

The Bureau of Revenue Estimates supports the attainment of the goals and objectives for the Comptroller of Maryland and the Board of Revenue Estimates.

COMPTROLLER OF MARYLAND

BUREAU OF REVENUE ESTIMATES

E00A03.01 ESTIMATING OF REVENUES

Appropriation Statement:

	2003 Actual	2004 Appropriation	2005 Allowance
Number of Authorized Positions	3.00	4.00	4.00
01 Salaries, Wages and Fringe Benefits	308,662	274,856	330,937
03 Communication.....	7,058	7,930	8,898
04 Travel.....	1,684	3,050	2,250
08 Contractual Services.....	66,277	90,121	95,714
09 Supplies and Materials.....	4,040	2,025	4,800
10 Equipment—Replacement.....	2,762	6,196	6,241
11 Equipment—Additional.....	749	1,040	1,465
13 Fixed Charges.....	82,570	110,362	119,368
Total Operating Expenses.....	<u>391,232</u>	<u>385,218</u>	<u>450,305</u>
Total Expenditure	<u>391,232</u>	<u>385,218</u>	<u>450,305</u>
Original General Fund Appropriation.....	454,546	318,015	
Transfer of General Fund Appropriation.....	-5,675	67,203	
Total General Fund Appropriation.....	<u>448,871</u>	<u>385,218</u>	
Less: General Fund Reversion/Reduction.....	57,639		
Net General Fund Expenditure.....	<u>391,232</u>	<u>385,218</u>	<u>450,305</u>

COMPTROLLER OF MARYLAND

REVENUE ADMINISTRATION DIVISION

SUMMARY OF REVENUE ADMINISTRATION DIVISION

	2003 Actual	2004 Appropriation	2005 Allowance
Total Number of Authorized Positions.....	391.00	382.00	382.00
Total Number of Contractual Positions.....	1.50	2.00	2.00
Salaries, Wages and Fringe Benefits	18,616,197	18,507,402	19,223,857
Technical and Special Fees.....	49,786	72,479	83,156
Operating Expenses	13,016,949	14,636,861	13,973,245
Original General Fund Appropriation.....	33,808,659	33,014,823	
Transfer/Reduction	-89,598	-1,308,081	
Total General Fund Appropriation.....	33,719,061	31,706,742	
Less: General Fund Reversion/Reduction.....	3,757,348		
Net General Fund Expenditure.....	29,961,713	31,706,742	31,858,531
Special Fund Expenditure.....	1,699,171	1,485,000	1,398,798
Reimbursable Fund Expenditure	22,048	25,000	22,929
Total Expenditure	<u>31,682,932</u>	<u>33,216,742</u>	<u>33,280,258</u>

COMPTROLLER OF MARYLAND

E00A04.01 REVENUE ADMINISTRATION - REVENUE ADMINISTRATION DIVISION

PROGRAM DESCRIPTION

The Revenue Administration Division processes personal, corporation, fiduciary, employer withholding, Maryland estate tax, tire fee, admissions and amusement tax, sales and use tax, alcohol and tobacco tax, and motor fuel tax returns. All remittances received with these returns are deposited through a Centralized Remittance Processing center and a lockbox facility.

In addition, the division is responsible for taxpayer service, taxpayer accounting for return adjustments, tax processing systems application control, revenue accounting, and reporting tax distributions to the subdivisions of Maryland.

MISSION

The Revenue Administration Division is committed to administering the provisions of the Maryland income tax laws effectively and efficiently while maintaining the integrity of the tax system and treating all taxpayers with respect and understanding.

VISION

The Revenue Administration Division will be a national leader in providing taxpayer service by quickly and efficiently processing tax returns and issuing refunds, processing payments promptly and efficiently, and using technological innovations to meet the needs of the people and businesses of Maryland.

KEY GOALS, OBJECTIVES AND PERFORMANCE MEASURES

Goal 1. Ensure that current year personal resident tax returns requesting a refund, both paper and electronic, are processed promptly.

Objective 1.1 95% of current year, paper-filed personal resident returns received during the income tax filing season are processed and refunds are issued within 10 business days of the date the returns were received.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Outputs: Number of paper returns received	1,817,241	1,651,633	1,575,000	1,464,800
Number of refunds issued on paper returns	1,489,291	1,244,731	1,157,600	1,076,600
Outcome: Average business days for issuance of refunds from current year personal resident paper returns received during filing season.	11.24	11.07	10.00	10.00

Objective 1.2 95% of current year electronically filed returns are processed and refunds are issued within 2 business days of the date the returns were received.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Outputs: Number of electronically filed returns	726,548	862,818	1,035,400	1,242,500
Number of refunds from electronic returns	625,089	752,846	903,400	1,084,100
Outcome: Average days for issuance of refunds from electronic returns	1.22	1.12	1.7	1.7

Goal 2. Ensure that all correspondence, both paper and e-mail, is answered promptly.

Objective 2.1 95% of paper correspondence is logged and responded to within an average of eight (8) business days or less from the time the correspondence is received.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Outputs: Number of letters received	7,149	3,952	3,500	3,000
Outcomes: Average days to respond to paper correspondence	6	6	8	8

COMPTROLLER OF MARYLAND

E00A04.01 REVENUE ADMINISTRATION - REVENUE ADMINISTRATION DIVISION

Objective 2.2 97% of e-mail transmissions are responded to within an average of two business days or less from the time the e-mail transmissions were received.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Outputs: Number of e-mails received	15,143	20,485	25,000	28,000
Outcomes: Average days to respond to e-mail correspondence	1	1	2	2

Goal 3. Ensure telephone inquires are answered timely.

Objective 3.1 Telephone inquiries are answered within an average of fifty-five (55) seconds or less of the individual being placed in the hold queue.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Outputs: Number of telephone calls received	449,638	385,109	329,846	282,513
Outcomes: Average number of seconds taxpayers are in hold queue before call taken	50	56	55	55

Note: The hiring freeze will negatively impact the outcome of these Performance Measures as the success of each objective is greatly impacted by personnel staffing.

COMPTROLLER OF MARYLAND

REVENUE ADMINISTRATION DIVISION

E00A04.01 REVENUE ADMINISTRATION

Appropriation Statement:

	2003 Actual	2004 Appropriation	2005 Allowance
Number of Authorized Positions	391.00	382.00	382.00
Number of Contractual Positions	1.50	2.00	2.00
01 Salaries, Wages and Fringe Benefits	18,616,197	18,507,402	19,223,857
02 Technical and Special Fees	49,786	72,479	83,156
03 Communication	2,009,217	2,872,675	2,393,219
04 Travel	29,252	40,604	36,000
06 Fuel and Utilities	6,085	3,700	4,866
07 Motor Vehicle Operation and Maintenance	838	408	
08 Contractual Services	8,916,878	9,745,541	9,560,725
09 Supplies and Materials	1,455,278	1,592,443	1,490,256
10 Equipment—Replacement	119,911	45,000	191,900
11 Equipment—Additional	5,959		1,000
13 Fixed Charges	374,404	336,490	255,279
14 Land and Structures	1,807		40,000
Total Operating Expenses	12,919,629	14,636,861	13,973,245
Total Expenditure	31,585,612	33,216,742	33,280,258
Original General Fund Appropriation	33,808,659	33,014,823	
Transfer of General Fund Appropriation	-89,598	-1,308,081	
Total General Fund Appropriation	33,719,061	31,706,742	
Less: General Fund Reversion/Reduction	3,757,348		
Net General Fund Expenditure	29,961,713	31,706,742	31,858,531
Special Fund Expenditure	1,601,851	1,485,000	1,398,798
Reimbursable Fund Expenditure	22,048	25,000	22,929
Total Expenditure	31,585,612	33,216,742	33,280,258
Special Fund Income:			
E00352 Used Tire Fee	38,738	7,194	10,000
E00353 Admissions and Amusement Tax	77,455	100,720	102,457
E00381 Motor Fuel Tax	1,485,658	1,377,086	1,286,341
Total	1,601,851	1,485,000	1,398,798
Reimbursable Fund Income:			
N00A01 Department of Human Resources	22,048	25,000	22,929

COMPTROLLER OF MARYLAND

E00A04.02 MAJOR INFORMATION TECHNOLOGY DEVELOPMENT PROJECTS - REVENUE ADMINISTRATION DIVISION

This program supported the upgrading of the Comptroller's E-Filing system. These funds were appropriated to be a one-stop Tax Filing portal for submission of personal, business and employer tax payments. These funds were given back to the Major Information Technology Development Fund because of upgrades for the federal tax system.

COMPTROLLER OF MARYLAND

REVENUE ADMINISTRATION DIVISION

E00A04.02 MAJOR INFORMATION TECHNOLOGY DEVELOPMENT PROJECTS

Appropriation Statement:

	2003 Actual	2004 Appropriation	2005 Allowance
08 Contractual Services	97,320		
Total Operating Expenses.....	<u>97,320</u>		
Total Expenditure	<u>97,320</u>		
Special Fund Expenditure.....	<u>97,320</u>		

Special Fund Income:

SWF302 Major Information Technology Development Project Fund.....	<u>97,320</u>		
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COMPTROLLER OF MARYLAND

E00A05.01 COMPLIANCE ADMINISTRATION - COMPLIANCE DIVISION

PROGRAM DESCRIPTION

The Compliance Division is responsible for the enforcement of all tax laws administered by the Comptroller and for administering the Uniform Disposition of Unclaimed Property. Primary functions include auditing, collections, and various discovery activities. In conjunction with these activities, the division handles the levying of assessments, tax appeals, and legal enforcement.

MISSION

To encourage compliance with tax laws through aggressive, equitable and compassionate enforcement activities. All taxpayers will be treated fairly and will receive prompt courteous service.

VISION

All individuals and businesses will pay their fair share of taxes, allowing Maryland to provide excellent services to its citizens and promoting economic development through uniformly applied tax laws.

KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES

Goal 1. Maximize collection of past due taxes.

- Objective 1.1** Notify 90% of taxpayers of past due amounts within 60 days of case first entering collection system for active collection.
- Objective 1.2** Establish appropriate payment plans when necessary.
- Objective 1.3** Use technology along with all available sources of collection information to identify taxpayer assets.
- Objective 1.4** File liens, garnish salaries, and attach assets when necessary.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Inputs: Number of active delinquent inc. tax cases as of 6/30	79,219	81,469	80,000	80,000
Number of active delinquent business tax cases as of 6/30	30,379	30,408	30,000	30,000
Outputs: Number of payment agreements entered	29,511	41,912	47,000	47,000
Number of cases certified to IRS for offset	148,351	65,244	65,000	65,000
Number of Individual Income Tax liens filed	39,525	24,796	25,000	25,000
Number of salary garnishments filed	10,201	14,559	15,000	15,000
Number of bank attachments filed	3,807	3,478	7,500	10,000
Number of Business Tax liens filed	5,776	6,562	7,000	7,000
Outcomes: Dollars collected on delinquent income tax cases	116,712,712	126,347,416	130,000,000	135,000,000
Dollars collected on delinquent business tax cases	155,103,848	138,742,777	140,000,000	145,000,000

Goal 2. Encourage voluntary business tax compliance and identify non-compliant businesses through a highly efficient and effective business tax audit program.

- Objective 2.1** Develop a cross sectional audit selection program based on the number of accounts, volume of receipts, history of compliance, and results of previous audits for each tax type and business activity.
- Objective 2.2** Cross train audit staff in multiple taxes to accomplish efficient, complete audit.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Inputs: Estimated number of Business tax accounts	250,000	250,000	250,000	250,000
Outputs: Number of Business tax audits and investigations	1,561	1,727	1,808	1,953
Dollars assessed for Business Taxes	56,217,397	70,674,420	70,000,000	70,000,000
Percent of auditors (employed for at least 18 months) cross trained	88.2%	83%	86%	90%
Quality: Percentage of accounts audited or investigated	.6%	.7%	.7%	.8%

COMPTROLLER OF MARYLAND

E00A05.01 COMPLIANCE ADMINISTRATION - COMPLIANCE DIVISION (Continued)

Goal 3. Identify non-compliant taxpayers through various discovery activities.

Objective 3.1 Use federal tax data to identify individuals not in compliance with Maryland tax laws, beginning each program within 120 days of the last extension period or 120 days of notification by IRS.

Objective 3.2 Develop automated match programs with various sources to identify non-compliant businesses and individuals.

Objective 3.3 Develop one new match program each year.

Performance Measures	2002 Actual	2003 Actual	2004 Estimated	2005 Estimated
Outputs: Number of 1 st notices sent for Ind. Income Tax	49,556	73,300	65,000	65,000
Number of Business Tax notices sent	5,603	10,145	8,000	8,000
Number of Individual Income Tax assessments	46,564	54,502	55,000	55,000
Dollars assessed for Individual Income Tax	121,285,227	135,852,019	137,000,000	140,000,000
Dollars assessed for Business Tax	4,150,085	5,578,982	4,500,000	4,500,000
Quality: Number of new automated match programs begun	1	0	1	1

Goal 4. Provide all taxpayers with a fair and timely appeal.

Objective 4.1 Assign a qualified hearing officer to review each contested assessment.

Objective 4.2 Finalize 90% of appeals within 90 days of the hearing unless taxpayer requests additional time.

Performance Measures	2002 Actual	2003 Actual	2004 Estimated	2005 Estimated
Outputs: Number of hearings held	583	671	675	675
Number of appeals resolved without a hearing	451	490	475	475
Number of appeals finalized	1,212	1,266	1,265	1,265
Quality: Percent of appeals finalized within 90 days	96.6%	96.8%	95%	95%

Goal 5. Identify unclaimed property and present it to the rightful owners.

Objective 5.1 Identify the holders of unclaimed property and obtain reports listing the properties and their owners.

Objective 5.2 Participate in programs to locate owners.

Objective 5.3 90% of names will be added to system within 90 days of due date of report by holders.

Performance Measures	2002 Actual	2003 Actual	2004 Estimated	2005 Estimated
Inputs: Number of Unclaimed Property holder reports received	17,264	19,853	20,000	20,000
Outputs: Number of notices sent to owners	34,711	115,094	90,000	50,000
Number of Unclaimed Property claims paid	9,619	20,228	20,000	15,000
Dollars of Unclaimed Property reported	44,689,047	88,089,123	80,000,000	37,000,000
Outcomes: Dollars of Unclaimed Property paid to owners	10,883,114	16,374,624	20,000,000	15,000,000
Quality: Percent of names added to system within 90 days	53.5%	23.7%	90%	90%

COMPTROLLER OF MARYLAND

COMPLIANCE DIVISION

E00A05.01 COMPLIANCE ADMINISTRATION

Appropriation Statement:

	2003 Actual	2004 Appropriation	2005 Allowance
Number of Authorized Positions	328.20	325.20	342.20
Number of Contractual Positions	16.00	25.00	25.00
01 Salaries, Wages and Fringe Benefits	17,025,308	16,547,085	18,069,504
02 Technical and Special Fees	513,060	533,239	785,665
03 Communication	902,062	845,283	1,024,669
04 Travel	153,726	205,337	268,720
07 Motor Vehicle Operation and Maintenance	32,542	57,575	39,388
08 Contractual Services	4,999,984	5,653,517	5,050,602
09 Supplies and Materials	109,081	128,427	152,850
10 Equipment—Replacement	14,940		
11 Equipment—Additional	31,880	20,000	97,979
12 Grants, Subsidies and Contributions		6,800	6,800
13 Fixed Charges	108,454	97,103	108,442
14 Land and Structures	6,936	750	1,000
Total Operating Expenses	6,359,605	7,014,792	6,750,450
Total Expenditure	23,897,973	24,095,116	25,605,619
Original General Fund Appropriation	17,736,361	17,682,951	
Transfer of General Fund Appropriation	597,366	-28,352	
Total General Fund Appropriation	18,333,727	17,654,599	
Less: General Fund Reversion/Reduction	730,276		
Net General Fund Expenditure	17,603,451	17,654,599	19,027,574
Special Fund Expenditure	6,294,522	6,440,517	6,578,045
Total Expenditure	23,897,973	24,095,116	25,605,619

Special Fund Income:

E00352 Used Tire Fee	119,689	131,642	136,598
E00353 Admissions and Amusement Tax	1,350,428	1,313,670	1,317,996
E00354 Unclaimed Property	2,599,751	2,298,600	2,639,743
E00355 Income Tax Private Collectors	951,549	1,578,844	1,277,844
E00358 Boxing and Wrestling Tax	10,310	15,000	11,000
E00372 Cigarette Sales Below Cost Act	59,281	56,429	57,352
E00381 Motor Fuel Tax	1,203,514	1,046,332	1,137,512
Total	6,294,522	6,440,517	6,578,045

COMPTROLLER OF MARYLAND

E00A06.01 FIELD ENFORCEMENT ADMINISTRATION - FIELD ENFORCEMENT DIVISION

PROGRAM DESCRIPTION

The Field Enforcement Division is the enforcement arm of the Comptroller of Maryland. It is comprised of four sections – the enforcement agents, the inspectors, the Business License Bureau and the Motor Fuel Lab. The enforcement agents and inspectors are responsible for the detection and enforcement of the revenue laws relating to alcoholic beverages, cigarette taxes, motor fuel and sales and use taxes. The tasks performed to complete this function include conducting investigations, arresting violators and performing compliance inspections for proper licenses. The Business License Bureau is responsible for the issuance of over 85,000 business licenses and coordinating license issues with the clerk of the courts in all counties. The Motor Fuel Lab is responsible for testing motor fuel to ensure proper quality fuel is sold to consumers across the state. They are also responsible for testing alcohol.

MISSION

Pursue all legal and reasonable means to identify and collect all revenue due the Comptroller of Maryland as provided by the Maryland Constitution and statutes as enacted by the General Assembly.

VISION

To secure voluntary compliance to the revenue laws of the State through a program of enforcement and education, maximizing state revenue while fostering fair tax treatment for Maryland businesses and individuals.

KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES

Goal 1. To ensure that businesses obtain and renew the proper licenses required by the State of Maryland.

Objective 1.1 Through diligent inspections, reduce the number of businesses operating without a valid business license.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Inputs: The number of licenses administered	85,389	88,397	90,167	91,970
Outputs: The number of delinquent licenses	2,791	3,994	5,711	6,853
Number of citations issued for license violations	1,383	1,718	2,456	2,947
Percent increase in citations issued	48%	24%	42%	20%

Goal 2. To improve voluntary compliance with the use tax laws of the State of Maryland.

Objective 2.1 To increase the awareness of the use tax through education.

Objective 2.2 To identify violators and thereby increase the amount of use tax collections by 5% over prior year.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Inputs: The number of delivery vehicles inspected	318	259	271	285
Outputs: The number of use tax violations identified	658	584	613	643
Inputs: The number of delinquent licenses referred for collection	423	790	829	870
Outcome: Amount of use tax collected	467,425	956,394	1,004,213	1,054,424
Percentage increase in collections over prior year	+16.46%	+104.61%	+5.00%	+5.00%

Goal 3. Strict enforcement of laws pertaining to untaxed cigarettes to deter illegal cigarettes from coming into the state and to decrease lost revenues.

Objective 3.1 Conduct importation and interdiction initiatives to increase seizures of cigarettes by 5% over the prior year.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Inputs: The number of arrests	74	121	133	148
Outcome: The number of untaxed cigarette packs confiscated	163,695	139,353	146,320	153,636
Percentage increase in cigarette seizures over prior year	-23.02%	-14.87%	+5.00%	+5.00%

COMPTROLLER OF MARYLAND

E00A06.01 FIELD ENFORCEMENT ADMINISTRATION - FIELD ENFORCEMENT DIVISION (Continued)

Goal 4. Ensure that Maryland's motor fuels meet the highest quality standards.

Objective 4.1 Increase inspection and lab analysis of motor fuels available in the State by 5% each year.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Inputs: The number of motor fuel samples collected	17,281	15,855	16,647	17,480
Outputs: The number of sample violations	177	221	265	318
Outcome: Percentage increase in sample collections over prior year	+43.00%	-8.25%	+5.00%	+5.00%

Note: N/A – not available

Goal 5. Strict enforcement of Alcoholic Beverage Laws of the State of Maryland.

Objective 5.1 Increase inspections to deter violations of Maryland's Alcoholic Beverage Laws.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Inputs: The number of alcohol citations	*	1,718	1,803	1,894
Outputs: The number of alcohol arrests	*	148	155	163
Outcome: Percentage increase of citations per year	*	*	+5.00%	+5.00%

Note: * – Data not available

COMPTROLLER OF MARYLAND

FIELD ENFORCEMENT DIVISION

E00A06.01 FIELD ENFORCEMENT ADMINISTRATION

Appropriation Statement:

	2003 Actual	2004 Appropriation	2005 Allowance
Number of Authorized Positions	50.00	49.00	49.00
01 Salaries, Wages and Fringe Benefits	<u>3,110,127</u>	<u>3,109,392</u>	<u>3,149,144</u>
02 Technical and Special Fees	<u>8,023</u>	<u>13,839</u>	<u>10,839</u>
03 Communication	63,743	56,131	65,809
04 Travel	11,890	14,207	13,907
06 Fuel and Utilities	34,306	51,142	39,142
07 Motor Vehicle Operation and Maintenance	327,224	153,391	237,421
08 Contractual Services	113,803	209,282	175,267
09 Supplies and Materials	99,024	73,970	71,950
10 Equipment—Replacement	1,867	132,144	75,023
11 Equipment—Additional	75,668	33,002	24,848
13 Fixed Charges	70,057	24,335	6,206
14 Land and Structures	139		
Total Operating Expenses	<u>797,721</u>	<u>747,604</u>	<u>709,573</u>
Total Expenditure	<u>3,915,871</u>	<u>3,870,835</u>	<u>3,869,556</u>
Original General Fund Appropriation	2,174,611	2,193,263	
Transfer of General Fund Appropriation	14,148	-90,680	
Total General Fund Appropriation	<u>2,188,759</u>	<u>2,102,583</u>	
Less: General Fund Reversion/Reduction	144,861		
Net General Fund Expenditure	2,043,898	2,102,583	1,981,129
Special Fund Expenditure	1,871,973	1,768,252	1,888,427
Total Expenditure	<u>3,915,871</u>	<u>3,870,835</u>	<u>3,869,556</u>
 Special Fund Income:			
E00372 Cigarette Sales Below Cost Act			176,343
E00381 Motor Fuel Tax	<u>1,871,973</u>	<u>1,768,252</u>	<u>1,712,084</u>
Total	<u>1,871,973</u>	<u>1,768,252</u>	<u>1,888,427</u>

COMPTROLLER OF MARYLAND

E00A07.01 ALCOHOL AND TOBACCO TAX ADMINISTRATION – ALCOHOL AND TOBACCO TAX DIVISION

PROGRAM DESCRIPTION

The Alcohol and Tobacco Tax Division operates under Article 2B, Title 16 of the Business Regulation Article, Commercial Law, Section 11-501 through Section 11-510, and Tax-General Article, Titles 1, 2, 5, 12, and 13 of the Annotated Code of Maryland. This Division administers laws and regulations pertaining to alcohol beverages and tobacco. It is responsible for regulating the manufacture, storage, transportation, sales, and distribution of alcoholic beverages and cigarettes and collecting the excise tax on beer, wine, distilled spirits, and cigarettes. In fulfillment of its responsibilities, this division issues licenses and permits, maintains alcoholic beverage price filings and credit control lists, and promotes fair trade practices in accordance with the law.

MISSION

The Alcohol and Tobacco Tax Division is dedicated to serving the citizens of Maryland by responsibly managing public resources and carrying out its duties and responsibilities in an equitable, efficient and effective manner. The division is responsible for regulating the manufacture, sale, storage, transportation, distribution, and promotion of alcohol and tobacco products and collecting the alcohol and tobacco excise taxes.

VISION

The Alcohol and Tobacco Tax Division will foster a harmonious relationship among all segments of the alcohol and tobacco industries, while carrying out legislative mandates and executive direction in the best interest of the consumers and taxpayers of Maryland.

KEY GOALS, OBJECTIVES AND PERFORMANCE MEASURES

Goal 1. To administer fair alcohol and tobacco tax and regulatory practices throughout the industry.

Objective 1.1 Increase participation in the “Industry Forum” program by 10% per year.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Input: Number of Industry Forum participants	24	32	35	39
Outcomes: Percentage of increase in Industry Forum participation over prior year	10%	13%	10%	10%

Goal 2. To use state of the art technology to provide Maryland businesses with alcohol and tobacco-related information.

Objective 2.2 Design in fiscal year 2004 a web-based Direct Debit application that will allow a taxpayer to pay their alcohol and tobacco taxes online. Taxpayer cost and time to generate and sign checks will be eliminated, and the State will have immediate access to the tax money.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Input: Number of check payments	*	*	3,240	2,880
Number of Internet payments	*	*	360	720
Outcomes: Percent reduction in check payments from prior year	*	*	10%	20%

* New measures for which data is not available.

COMPTROLLER OF MARYLAND

ALCOHOL AND TOBACCO TAX DIVISION

E00A07.01 ALCOHOL AND TOBACCO TAX ADMINISTRATION

Appropriation Statement:

	2003 Actual	2004 Appropriation	2005 Allowance
Number of Authorized Positions	21.00	20.00	20.00
01 Salaries, Wages and Fringe Benefits	1,171,670	1,109,874	1,096,367
02 Technical and Special Fees	163	1,250	600
03 Communication	44,270	45,201	46,582
04 Travel	9,058	10,986	11,084
08 Contractual Services	360,213	377,450	370,865
09 Supplies and Materials	140,742	201,700	199,250
10 Equipment—Replacement		11,100	17,688
11 Equipment—Additional	666	4,910	1,000
13 Fixed Charges	5,275	5,900	7,203
Total Operating Expenses	560,224	657,247	653,672
Total Expenditure	1,732,057	1,768,371	1,750,639
Original General Fund Appropriation	1,780,449	1,742,702	
Transfer of General Fund Appropriation	18,721	-12,100	
Total General Fund Appropriation	1,799,170	1,730,602	
Less: General Fund Reversion/Reduction	104,953		
Net General Fund Expenditure	1,694,217	1,730,602	1,665,488
Special Fund Expenditure	37,840	37,769	85,151
Total Expenditure	1,732,057	1,768,371	1,750,639
Special Fund Income:			
E00372 Cigarette Sales Below Cost Act	37,840	37,769	85,151

COMPTROLLER OF MARYLAND

E00A08.01 MOTOR FUEL TAX ADMINISTRATION – MOTOR FUEL TAX DIVISION

PROGRAM DESCRIPTION

The Motor Fuel Tax Division functions under the provisions set forth in Titles 1, 2, 9, and 13 of the Tax General Article and Titles 1 and 10 of the Business Regulation Article. This office administers the motor carrier tax, motor fuel taxes, and the motor fuel and lubricants laws.

MISSION

To provide for the efficient and fair collection of motor fuel and motor carrier taxes while protecting consumers from fraud and deceptive practices.

VISION

The Motor Fuel Tax Division will achieve a national reputation for its leadership in motor fuel tax administration.

KEY GOALS, OBJECTIVES AND PERFORMANCE MEASURES

Goal 1. To efficiently and effectively collect and distribute motor fuel taxes due the State and fuel use taxes for jurisdictions participating in the International Fuel Tax Agreement (IFTA).

Objective 1.1 To receive 90% of all total motor fuel tax revenue by electronic funds transfer (EFT).

	2002	2003	2004	2005
	Actual	Actual	Estimated	Estimated
Performance Measures				
Outputs: Total revenue received (EFT and Non-EFT) (millions)	\$720.8	\$722.5	\$737.0	\$751.7
Number of tax remittances submitted by EFT	2,132	1,998	2,200	2,300
Efficiency: Percent of total tax revenue received by EFT	95.6%	96.1%	97.5%	97.5%
Percentage of EFT transactions of total transactions	16.5%	20.0%	25.0%	25.0%
	2002	2003	2004	2005
	Actual	Actual	Estimated	Estimated
Other Measures				
Licensed Motor Fuel Accounts	1,020	920	800	800
Special Fuel Exemption Accounts (Law change effective 10/03 will no longer require many entities to have exempt. certificates)	7,299	7,200	1,550	1,550
IFTA Motor Carrier Accounts	5,535	5,647	5,700	5,750
Motor Fuel Inspection Accounts	8,805	9,068	9,100	9,200
Petroleum Transporter Accounts	460	452	450	450
Total	23,119	23,287	17,600	17,750

Goal 2. To have taxpayers file their quarterly IFTA returns on-line to reduce printing and mailing costs and to increase accuracy.

Objective 2.1 By the first reporting quarter of CY 2004 (1/1/04-3/31/04) to have access to the Regional Processing Center on-line filing application so that taxpayers may begin to file their IFTA returns on-line. This will cut down on the cost of printing and mailing the quarterly returns.

	2002	2003	2004	2005
	Actual	Actual	Estimated	Estimated
Performance Measures				
Inputs: Number of Active IFTA accounts	5,535	5,647	5,700	5,750
Outputs: Number of IFTA registrants filing their quarterly returns on-line	N/A	N/A	200	1,000
Efficiency: Expected Savings in printing and postage	N/A	N/A	\$154	\$770

Objective 2.2 Reduce the number of returns needing review and adjustment due to computation errors. The on-line application will have edit checks to prevent miscalculations.

COMPTROLLER OF MARYLAND

E00A08.01 MOTOR FUEL TAX ADMINISTRATION – MOTOR FUEL TAX DIVISION (Continued)

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Inputs: Number of returns processed each quarter	5,535	5,647	5,700	5,750
Outputs: Number of returns not placed in error status due to edit checks within on-line application.	N/A	N/A	50	250
Efficiency: Reduced number of hours in Internal Audit due to reduction in errors.	N/A	N/A	25	125

Note: * Data not yet available

N/A – not applicable

COMPTROLLER OF MARYLAND

MOTOR FUEL TAX DIVISION

E00A08.01 MOTOR FUEL TAX ADMINISTRATION

Appropriation Statement:

	2003 Actual	2004 Appropriation	2005 Allowance
Number of Authorized Positions	22.00	21.00	21.00
01 Salaries, Wages and Fringe Benefits	<u>1,261,357</u>	<u>1,244,083</u>	<u>1,259,752</u>
02 Technical and Special Fees		<u>2,500</u>	<u>2,500</u>
03 Communication	50,288	93,263	102,318
04 Travel	25,939	24,832	24,832
08 Contractual Services	569,275	765,939	679,758
09 Supplies and Materials	67,202	52,431	47,281
10 Equipment—Replacement	8,488	6,461	2,300
11 Equipment—Additional	15,089		3,600
13 Fixed Charges	<u>100,974</u>	<u>138,830</u>	<u>190,150</u>
Total Operating Expenses	<u>837,255</u>	<u>1,081,756</u>	<u>1,050,239</u>
Total Expenditure	<u>2,098,612</u>	<u>2,328,339</u>	<u>2,312,491</u>
Special Fund Expenditure	<u>2,098,612</u>	<u>2,328,339</u>	<u>2,312,491</u>
Special Fund Income:			
E00381 Motor Fuel Tax	<u>2,098,612</u>	<u>2,328,339</u>	<u>2,312,491</u>

COMPTROLLER OF MARYLAND

E00A09.01 PAYROLL MANAGEMENT – CENTRAL PAYROLL BUREAU

PROGRAM DESCRIPTION

Section 6-401 of the State Personnel and Pensions Article provides for a Central Payroll Bureau. The bureau issues approximately 100,000 payroll checks and direct deposits, on a bi-weekly basis, for 429 payrolls in three separate payroll systems.

MISSION

To provide payroll services to all state agencies, including the issuance of paychecks/deposit advices and wage statements for all permanent and contractual employees of the Legislative, Judicial and Executive branches of State government. Additional services always include friendly and competent guidance to employees, state agencies, and deduction providers regarding State policies and regulations, payroll taxes, payroll deductions, and subsidies.

VISION

Paperless payroll systems whereby employees, state agencies, and business partners submit and receive pay records and deduction data electronically. Archival records are maintained electronically. Payment of wages through direct deposit is maximized. A fully functional and secure electronic information resource is accessible to state agencies and state employees.

KEY GOALS, OBJECTIVES AND PERFORMANCE MEASUREMENT

Goal 1. Process payroll and issue paychecks/deposit advices and wage statements for all employees

Objective 1.1 Process according to pre-established schedules, 100% of authorized and valid pay transactions received.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Outputs: Number of checks and deposit advices issued	2,715,829	2,722,866	2,725,000	2,725,000
Percentage of Direct Deposit payments to total salary payments	78.14	82.89	83.00	84.00
Annual income tax statements issued	138,734	141,189	142,000	142,000
Percentage of pay transactions processed according to schedule	100%	100%	100%	100%

Goal 2. Maximize use of electronic and automated transactions for the submission of personnel actions, employee deduction authorizations, and agency payroll certifications.

Objective 2.1 Introduce and strive for 100% participation of on-line entry of exception pay data and for the replacement of hard copy transactions to electronic and file generated transactions wherever an appropriate infrastructure for exchange exists and document maintenance requirements permit.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Outputs: Annual payroll deductions processed	20,500,500	22,944,690	23,000,500	23,000,500
Percent of Deductions established via electronic interface	88.7%	87.0%	89.0%	90.0%
Percent of Personnel Actions received via electronic interface	77%	77%	77%	82%
Percent of Regular system payroll certifications via on line entry	73%	99%	100%	100%
Percent of Contractual system payroll certifications via on line entry	74%	99%	100%	100%

COMPTROLLER OF MARYLAND

CENTRAL PAYROLL BUREAU

E00A09.01 PAYROLL MANAGEMENT

Appropriation Statement:

	2003 Actual	2004 Appropriation	2005 Allowance
Number of Authorized Positions	37.50	37.00	37.00
01 Salaries, Wages and Fringe Benefits	1,985,701	1,937,846	2,029,092
02 Technical and Special Fees	1,500		
03 Communication	62,584	56,169	64,045
04 Travel	1,449	1,250	1,250
08 Contractual Services	1,280,468	1,439,516	1,363,558
09 Supplies and Materials	36,600	62,400	72,000
10 Equipment—Replacement	379	9,000	10,264
11 Equipment—Additional	16,241		6,280
13 Fixed Charges	1,889	3,250	3,662
Total Operating Expenses	1,399,610	1,571,585	1,521,059
Total Expenditure	3,386,811	3,509,431	3,550,151
Original General Fund Appropriation	3,555,198	3,516,331	
Transfer of General Fund Appropriation	10,500	-6,900	
Total General Fund Appropriation	3,565,698	3,509,431	
Less: General Fund Reversion/Reduction	178,887		
Net General Fund Expenditure	3,386,811	3,509,431	3,550,151

COMPTROLLER OF MARYLAND

E00A10.01 TECHNOLOGY SUPPORT AND COMPUTER CENTER OPERATIONS - INFORMATION TECHNOLOGY DIVISION

PROGRAM DESCRIPTION

The Information Technology Division is responsible for the overall management and direction of the agency's information technology efforts. The division provides technology support for the agency's divisions and units, as well as the twenty-four (24) Registers of Wills offices, and serves as the principal information technology advisor to the Comptroller, Deputy Comptroller, executive staff, and division directors. The division also operates the Annapolis Data Center, which provides mainframe computer services for nine (9) primary and fifteen (15) secondary user agencies. The division's operational costs are fully reimbursable from customer agencies via a charge back billing process which produces a monthly invoice for computer usage and services rendered.

MISSION

To provide technology management and support to all divisions and units of the Comptroller's Office and Registers of Wills offices throughout the State, and to operate the Annapolis Data Center providing mainframe computer processing and online connectivity for users in the Comptroller's Office and for twenty-four State agency customers of the Annapolis Data Center.

VISION

Our customers will have instantaneous, around-the-clock access to all tax information and services online. All financial transactions with our customers will be performed online. Our business processes will incorporate technology seamlessly, so that all processes are performed swiftly, efficiently, and with substantial cost savings. Instead of performing manual, repetitive tasks, our employees will spend their time and effort providing services to our customers and looking for new ways to improve the services we provide to our customers.

KEY GOALS, OBJECTIVES AND PERFORMANCE MEASURES

Goal 1. Continue to provide efficient reliable service to Annapolis Data Center customer agencies while meeting established goals.

Objective 1.1 Mainframe computer available for customer processing at least 98% of the time (24 hrs. a day, 7 days a week).

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Outcome: Percent of hours the Mainframe System was available	99.5%	99.7%	98%	98%

Objective 1.2 Online systems available 98% of the time between 7:00 a.m. and 7:00 p.m., Monday through Friday.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Outcome: Percent of hours the Online System was available	99.7%	99.9%	98%	98%

Objective 1.3 Three (3) second or less internal response time for 98% of all CICS online transactions.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Input: Total number of online transactions	627,153,443	848,807,594	900,000,000	1,000,000,000
Outcome: Percentage of transactions 3 seconds or less	99.5%	99.8%	98%	98%

Objective 1.2 To provide courteous professional assistance with problem resolution for ADC customers.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Input: Total number of problems handled through the help desk	9,856	11,636	12,000	12,000
Outcome: Percentage of surveyed customers "satisfied" with problem resolution	94%	89%	90%	90%

COMPTROLLER OF MARYLAND

E00A10.01 TECHNOLOGY SUPPORT AND COMPUTER CENTER OPERATIONS - INFORMATION TECHNOLOGY DIVISION (Continued)

Goal 2. Enhance and maintain the agency’s Information Technology (IT) infrastructure– hardware, software, and processes.

Objective 2.1 Enhance reliability, functionality, and security of Comptroller’s Website by upgrading the servers, firewalls, software tools, etc. to support additional citizen access and new web applications.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Outcome: Hits on the Comptroller’s Website (in millions)	39.3	56.2	65	75
Tax forms and publications downloaded (in millions)	2.5	3.3	3.5	3.75
Unclaimed Property searches	242,883	683,525	700,000	725,000
Internet tax filings	58,197	75,512	90,000	105,000

Objective 2.2 Implement web enabled applications, services and information to the citizens of Maryland in accordance with House Bill 274.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Outcome: Percentage of services and information Web-enabled	93%	100%	100%	100%

Goal 3. Recruit and retain highly skilled technical staff and develop a knowledge-based workforce to maintain and enhance automated systems to perform the business function for the Comptroller’s Office.

Objective 3.1 Retain 90% of skilled IT staff.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Input: Total number of skilled IT positions	86	93	90	90
Output: Total number of skilled IT staff retained	83	90	81	81

COMPTROLLER OF MARYLAND

INFORMATION TECHNOLOGY DIVISION

E00A10.01 TECHNOLOGY SUPPORT AND COMPUTER CENTER OPERATIONS

Appropriation Statement:

	2003 Actual	2004 Estimated	2005 Estimated
Number of Authorized Positions	157.00	152.00	152.00
Number of Contractual Positions.....	1.00	2.00	1.50
01 Salaries, Wages and Fringe Benefits	9,870,593	10,067,580	9,989,368
02 Technical and Special Fees.....	49,837	91,315	62,373
03 Communication.....	99,910	184,774	185,235
04 Travel	33,074	37,855	43,780
07 Motor Vehicle Operation and Maintenance	6,013	25,068	5,665
08 Contractual Services.....	7,467,806	7,249,358	7,223,420
09 Supplies and Materials	465,821	656,376	605,000
10 Equipment—Replacement	1,001,091	1,027,678	972,586
11 Equipment—Additional.....	1,024,957	1,785,730	1,999,674
13 Fixed Charges.....	349,175	330,897	402,492
14 Land and Structures.....	17,460		
Total Operating Expenses.....	<u>10,465,307</u>	<u>11,297,736</u>	<u>11,437,852</u>
Total Expenditure	<u>20,385,737</u>	<u>21,456,631</u>	<u>21,489,593</u>
Reimbursable Fund Expenditure	<u>20,385,737</u>	<u>21,456,631</u>	<u>21,489,593</u>

Reimbursable Fund Income:

B75A01 Department of Legislative Services	21,804	50,000	42,800
C00A00 Judiciary.....	8,628	11,000	11,000
C80B00 Office of the Public Defender	4,295	4,500	4,200
C81C00 Office of the Attorney General	1,543	1,500	1,500
C82D00 Office of the State Prosecutor.....	504	200	500
C85E00 Maryland Tax Court.....	13	20	50
C90G00 Public Service Commission	543	600	500
C91H00 Office of People's Counsel.....	338	300	300
C94I00 Subsequent Injury Fund	398	500	400
C98F00 Workers' Compensation Commission.....	1,278	4,000	1,250
D05E01 Board of Public Works.....	1,250	2,500	400
D10A01 Executive Department—Governor.....	2,667	3,000	2,500
D25E03 Interagency Committee for Public School Construction.....	658	400	600
D26A07 Department of Aging.....	185	400	200
D27L00 Commission on Human Relations	1,613	2,000	1,500
D28A03 Maryland Stadium Authority	921	1,000	900
D30N00 Maryland Food Center Authority	409	375	400
D38I01 State Board of Elections.....	36,208	20,000	20,000
D39S00 Maryland State Board of Contract Appeals.....	-222	100	
D40W01 Office of Planning	1,255	1,100	1,200
D50H01 Military Department Operations and Maintenance.....	6,350	4,500	4,400
D53T00 Maryland Institute for Emergency Medical Services Systems	968	1,200	900
D55P00 Department of Veterans Affairs.....	575	900	500
D60A10 State Archives.....	1,327	2,500	1,300
D80Z01 Maryland Insurance Administration	1,247	1,500	1,200
D86Y00 Governor's Work Force Investment Board.....	63	50	
D90U00 Canal Place Preservation and Development Authority..	113	150	100
D99A11 Office of Administrative Hearings	1,227	1,000	1,300

COMPTROLLER OF MARYLAND

**E00A10.01 TECHNOLOGY SUPPORT AND COMPUTER CENTER OPERATIONS—INFORMATION
TECHNOLOGY DIVISION**

Reimbursable Fund Income:

E00A01 Office of the Comptroller	10,411,629	11,758,986	11,989,843
E00902 Misc. Agencies and Adjustments	883	1,500	
E20B01 Office of the State Treasurer	529	450	500
E50C00 State Department of Assessments and Taxation	2,062,728	1,637,858	2,000,000
E75D00 State Lottery Agency	1,765	3,000	1,700
E90G00 Registers of Wills	51,554		
F10A01 Department of Budget and Management	2,625,470	2,876,026	2,438,000
F10A02 DBM-Office of Personnel Services and Benefits	80,052	120,000	77,500
G20J01 Maryland State Retirement and Pension Systems	400,500	403,886	385,000
G50L00 Teachers and State Employees Supplemental Retirement Plans	88	200	100
H00A01 Department of General Services	25,658	40,000	25,000
J00A01 Department of Transportation	12,825	12,000	12,000
K00A01 Department of Natural Resources	106,029	71,802	102,000
L00A11 Department of Agriculture	20,778	10,000	20,000
M00A01 Department of Health and Mental Hygiene	465,868	490,000	450,000
M00Q01 DHMH-Medical Care Programs Administration	2,325,683	2,292,330	2,247,000
N00A01 Department of Human Resources	259,517	224,381	250,000
P00A01 Department of Labor, Licensing, and Regulation	1,158,933	1,077,031	1,120,050
Q00A01 Department of Public Safety and Correctional Services	58,451	58,339	57,000
R00A01 State Department of Education-Headquarters	41,497	35,000	40,000
R13M00 Morgan State University	1,064	1,000	1,000
R14D00 St. Mary's College of Maryland	458	600	500
R15P00 Maryland Public Broadcasting Commission	3,653	3,000	3,600
R30B22 USM-College Park Campus	1,698	2,000	1,600
R30B23 USM-Bowie State University	1,421	1,000	1,400
R30B24 USM-Towson University	705	1,000	700
R30B26 USM-Frostburg State University	326	320	300
R30B27 USM-Coppin State College	195	200	200
R30B28 USM-University of Baltimore	336	350	300
R30B29 USM-Salisbury State University	435	400	400
R60H00 College Savings Plans of Maryland	170	250	200
R62I00 Maryland Higher Education Commission	2,038	3,000	2,000
R95C00 Baltimore City Community College	10,957	13,000	11,000
R99E01 Maryland School for the Deaf—Frederick Campus	6,892	8,500	6,700
S00A20 Department of Housing and Community Development	22,850	25,000	22,000
T00A00 Department of Business and Economic Development	14,355	18,000	14,000
U00A01 Maryland Department of the Environment	62,588	80,777	60,500
U10B00 Maryland Environmental Services	123	150	100
V00D01 Department of Juvenile Services	24,812	30,000	24,000
W00A01 Maryland State Police	24,066	40,000	23,500
Total	<u>20,385,737</u>	<u>21,456,631</u>	<u>21,489,593</u>

STATE TREASURER'S OFFICE

MISSION

The State Treasurer is responsible for the management and protection of State funds and property. In this capacity, the Treasurer selects and manages the depository facilities for State funds, issues or authorizes agents to issue payments of State funds, invests excess funds, safekeeps all State securities and investments, and provides insurance protection against sudden and unanticipated damage to State property or liability of State employees. The State Treasurer plans, prepares, and advertises State of Maryland General Obligation bond issues and through the Capital Debt Affordability Committee, reviews on a continuing basis the size and condition of State tax-supported debt and other debt of State units, and annually the total amount of State debt that prudently may be authorized for the next fiscal year.

VISION

To make Maryland a state that maximizes its personnel and technology as complementary resources to efficiently and effectively manage cash and investments, minimize potential risks and unexpected losses and manage debt in order to confidently plan for the future and maintain the State's AAA bond rating.

KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES

Goal 1. Accurately reconcile all Treasury state bank accounts.

Objective 1.1 Reconcile the State's Main Depository, Main Disbursement and Income Tax Refund Accounts within thirty days of receipt of the bank statement.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Inputs: Receipts & disbursements (000,000's)	\$82,372	\$88,160	\$94,331	\$100,934
Total Receipt & Disbursement Transactions	4,900,000	5,600,000	5,304,000	5,516,000
Number of Accounts to Reconcile	6	6	6	6
Outputs: Avg. Days to Reconcile Accounts	>60	>30	<30	<7

Goal 2. Maximize investment earnings for the State's surplus funds in accordance with State law that stipulates investments are limited to secured bank accounts, full faith and credit obligations of the federal government, obligations of certain federal agencies or instrumentalities and repurchase agreements collateralized by those securities mentioned.

Objective 2.1 Earn a rate of return on the investment portfolio that exceeds the average 90-Day US Treasury Bill rate by 50 basis points on an annual basis

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Inputs: Average 90-Day Treasury Bill Rate	2.18%	1.32%	1.15%	1.60%
Average Days to Maturity of Portfolio	99	123	110	120
Outputs: Average Return on Investment Portfolio	2.98%	1.94%	1.65%	2.10%
Outcome: Portfolio Basis Point (bp) Spread over 90-Day T-Bill Rate	80	62	50	50

Objective 2.2 Increase the 2004 Local Government Investment Pool (LGIP) portfolio balance by \$126 million from the 2003 balance. Target a rate of return for the portfolio that is at least 12 basis points better than the benchmark, S & P LGIP index.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Inputs: Fund Investment Balance (in millions - as of 06/30)	\$1,452	\$1,674	\$1,800	\$2,000
Outputs: Percent increase in LGIP balance	27%	15.3%	7.5%	11.1%
Return on Investment Portfolio	2.53%	1.45%	1.25%	1.75%
Outcome: S & P LGIP Index	2.35%	1.31%	1.13%	1.61%
Basis point spread over S & P index	18	14	12	14

STATE TREASURER'S OFFICE

Goal 3. Maintain and enhance the information technology capability and infrastructure to meet the diverse needs of the State Treasurer's Office and the agencies it serves.

Objective 3.1 Support and implement general Statewide mandates and objectives regarding eGov and Web-enablement initiatives; 50%-65%-80% on schedule by 2004.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Outputs: Number of vendors paid electronically	460	820	1500	1500
Quality: Percent of Web-enablement achieved	9%	43%	80%	80%
Estimated percent of State employees on Direct Deposit	67%	77%	80%	80%
Percent of transactions paid electronically	51%	60%	65%	65%

Goal 4. Process all agency and third party claims submitted to the Insurance Division.

Objective 4.1 Promptly and accurately investigate, analyze, and adjust all claims presented under the State Insurance Trust Fund and the Maryland Tort Claim Act. Claims should be adjudicated on a 1:1 ratio.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Input: New claims processed	2,994	3,877	4,150	4,325
Outputs: Claims closed	2,924	3,439	4,150	4,325
Pending open claims	1,040	1,478	1,478	1,478

STATE TREASURER'S OFFICE

SUMMARY OF STATE TREASURER'S OFFICE

	2003 Actual	2004 Appropriation	2005 Allowance
Total Number of Authorized Positions.....	53.00	52.00	52.00
Salaries, Wages and Fringe Benefits	3,213,117	3,374,966	3,596,276
Technical and Special Fees	19,233	26,000	21,000
Operating Expenses	27,274,853	27,967,526	30,139,656
Original General Fund Appropriation.....	4,035,820	3,707,954	
Transfer/Reduction	22,000	-73,224	
Total General Fund Appropriation.....	4,057,820	3,634,730	
Less: General Fund Reversion/Reduction.....	217,543		
Net General Fund Expenditure	3,840,277	3,634,730	3,697,148
Special Fund Expenditure	759,696	618,780	621,653
Reimbursable Fund Expenditure	25,907,230	27,114,982	29,438,131
Total Expenditure	30,507,203	31,368,492	33,756,932

STATE TREASURER'S OFFICE

E20B01.01 TREASURY MANAGEMENT – OFFICE OF THE STATE TREASURER

PROGRAM DESCRIPTION

The Treasury Management Program includes the administrative and operating functions for several principal operating divisions: Banking Services Division, Investments and Information Technology.

Banking Services reconciles the State's principal checking accounts and resolves errors and claims associated with these accounts. The Division also monitors agencies' working fund accounts to ensure the General Fund receives interest on those balances not needed to meet daily expenses. It also provides assistance to State agencies who have banking requirements by assisting and advising them concerning banking matters.

The Investment Division focuses on the short-term investment of State funds, and oversees securities lending operations. The Division determines the disbursement requirements to be funded on a daily basis, and monitors balance levels at the State's main depository and disbursement banks. The Division ensures that portfolio tracking software and cash flow management techniques are utilized to maintain adequate control of all funds.

The Information Technology Division provides the data processing and technology infrastructure needed to operate the State Treasurer's Office. This includes the operation of all internal network and mainframe applications; as well as links to external systems. The Division also provides check printing and electronic payment services for all Vendor payments, State Retirement Agency payments to retirees as well, as printing Child Support checks and the processing of all Payroll Direct Deposits.

MISSION

To provide and maintain the most effective and cost-efficient cash management, investment and banking services for the State.

KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES

The Treasury Management Program supports the attainment of the goals and objectives for the State Treasurer's Office.

STATE TREASURER'S OFFICE

TREASURY MANAGEMENT

E20B01.01 TREASURY MANAGEMENT

Appropriation Statement:

	2003 Actual	2004 Appropriation	2005 Allowance
Number of Authorized Positions	36.00	35.00	35.00
01 Salaries, Wages and Fringe Benefits	2,137,971	2,338,315	2,504,299
02 Technical and Special Fees	18,740	21,000	16,000
03 Communication.....	52,897	28,439	63,247
04 Travel	17,034	17,992	13,400
07 Motor Vehicle Operation and Maintenance	20,728	4,104	6,940
08 Contractual Services	1,981,870	1,872,672	1,781,533
09 Supplies and Materials	193,267	189,866	206,983
10 Equipment—Replacement	93,026	120,849	109,797
13 Fixed Charges	18,322	21,838	22,643
Total Operating Expenses.....	2,377,144	2,255,760	2,204,543
Total Expenditure	4,533,855	4,615,075	4,724,842
Original General Fund Appropriation.....	3,745,820	3,667,954	
Transfer of General Fund Appropriation.....	74,500	-73,224	
Total General Fund Appropriation.....	3,820,320	3,594,730	
Less: General Fund Reversion/Reduction.....	145,043		
Net General Fund Expenditure.....	3,675,277	3,594,730	3,667,148
Special Fund Expenditure	373,197	368,780	371,653
Reimbursable Fund Expenditure	485,381	651,565	686,041
Total Expenditure	4,533,855	4,615,075	4,724,842

Special Fund Income:

E20303 Investment Fees.....	373,197	368,780	371,653
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Reimbursable Fund Income:

E20B02 Insurance Protection.....	102,673	392,285	423,939
G20J01 Maryland State Retirement and Pension Systems	109,788	66,545	70,891
N00H00 DHR-Child Support Enforcement Administration	272,920	192,735	191,211
Total	485,381	651,565	686,041

STATE TREASURER'S OFFICE

E20B02.01 INSURANCE MANAGEMENT - INSURANCE PROTECTION

PROGRAM DESCRIPTION

The Insurance Division determines the insurance requirements to protect State property and personnel, procures commercial insurance and sets State agency premiums for self-insurance. It adjusts claims involving damage to State property and the Maryland Tort Claims Act. The Division also supervises the State's insurance programs.

MISSION

To administer the State Insurance program in a manner that provides the State and its agencies with efficient and cost-effective risk management services; making it possible to plan and manage for the future.

KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES

The Insurance Management Program supports the attainment of the goals and objectives for the State Treasurer's Office.

STATE TREASURER'S OFFICE

SUMMARY OF INSURANCE PROTECTION

	2003 Actual	2004 Appropriation	2005 Allowance
Total Number of Authorized Positions.....	17.00	17.00	17.00
Salaries, Wages and Fringe Benefits.....	1,075,146	1,036,651	1,091,977
Technical and Special Fees.....	493	5,000	5,000
Operating Expenses.....	24,346,210	25,421,766	27,655,113
Reimbursable Fund Expenditure.....	<u>25,421,849</u>	<u>26,463,417</u>	<u>28,752,090</u>
Total Expenditure.....	<u><u>25,421,849</u></u>	<u><u>26,463,417</u></u>	<u><u>28,752,090</u></u>

E20B02.01 INSURANCE MANAGEMENT — INSURANCE PROTECTION

Appropriation Statement:

	2003 Actual	2004 Appropriation	2005 Allowance
Number of Authorized Positions.....	17.00	17.00	17.00
01 Salaries, Wages and Fringe Benefits.....	<u>1,075,146</u>	<u>1,036,651</u>	<u>1,091,977</u>
02 Technical and Special Fees.....	<u>493</u>	<u>5,000</u>	<u>5,000</u>
03 Communication.....	31,064	18,587	54,576
04 Travel.....	8,097	17,800	17,800
07 Motor Vehicle Operation and Maintenance.....	2,683	6,140	6,240
08 Contractual Services.....	315,411	584,353	507,583
09 Supplies and Materials.....	20,196	35,000	35,000
10 Equipment—Replacement.....	24,763		
11 Equipment—Additional.....	20,258	2,998	
13 Fixed Charges.....	<u>6,104</u>	<u>7,778</u>	<u>7,614</u>
Total Operating Expenses.....	<u>428,576</u>	<u>672,656</u>	<u>628,813</u>
Total Expenditure.....	<u><u>1,504,215</u></u>	<u><u>1,714,307</u></u>	<u><u>1,725,790</u></u>
Reimbursable Fund Expenditure.....	<u><u>1,504,215</u></u>	<u><u>1,714,307</u></u>	<u><u>1,725,790</u></u>
Reimbursable Fund Income:			
E20901 Insurance Protection-Various State Agencies.....	<u>1,504,215</u>	<u>1,714,307</u>	<u>1,725,790</u>

STATE TREASURER'S OFFICE

E20B02.02 INSURANCE COVERAGE – INSURANCE PROTECTION

PROGRAM DESCRIPTION

The Insurance Coverage program provides insurance protection against damage to State property or liability of State employees.

The Insurance Coverage program shares the goals and objectives of the State Treasurer's Office.

STATE TREASURER'S OFFICE

E20B02.02 INSURANCE COVERAGE — INSURANCE PROTECTION

	2002 Actual	2003 Actual	2004 Estimated	2005 Estimated
Performance Measures/Performance Indicators				
State Insurance Trust Fund:				
Combined Beginning Balance.....	28,997,626	19,884,563	11,358,444	5,985,372
Blanket Real and Personal Property:				
Beginning Balance.....	7,065,007	4,727,979	-733,673	-4,592,438
Transfers and Recoveries	97,695	61,660	100,000	100,000
Agency Premiums.....	3,540,242	3,221,043	3,399,495	10,000,000
Excess Policy Coverages.....	-1,139,483	-5,049,427	-4,608,260	-4,892,500
Real Property Losses	-4,835,482	-3,694,928	-2,750,000	-2,750,000
Ending Balance.....	4,727,979	-733,673	-4,592,438	-2,134,938
Officers and Employees Liability:				
Beginning Balance.....	4,105,695	4,047,733	1,920,366	820,366
Agency Premiums.....	999,972	1,457,909	1,400,000	3,000,000
Liability Losses	-1,057,934	-3,585,276	-2,500,000	-2,500,000
Ending Balance.....	4,047,733	1,920,366	820,366	1,320,366
Tort Claims Act:				
Beginning Balance.....	4,913,350	7,076,086	6,281,063	6,281,063
Transfers and Recoveries	14,233	100		
Agency Premiums.....	1,470,038	2,000,003	4,000,000	4,000,000
Tort Losses	-3,321,535	-2,795,126	-4,000,000	-4,000,000
Transfer from Auto.....	4,000,000			
Ending Balance.....	7,076,086	6,281,063	6,281,063	6,281,063
Motor Vehicle Comprehensive and Liability:				
Beginning Balance.....	12,913,574	4,032,765	3,890,688	3,476,381
Transfers and Recoveries	439,624	372,942	500,000	500,000
Agency Premiums.....	2,002,464	2,000,005	2,000,000	3,000,000
Motor Vehicle Losses.....	-738,049	-1,010,809	-1,200,000	-1,200,000
Insurance Administration	-1,584,848	-1,504,215	-1,714,307	-1,669,001
Transfer to Tort	-4,000,000			
Transfer to GF.....	-5,000,000			
Ending Balance.....	4,032,765	3,890,688	3,476,381	4,107,380
Combined Ending Balance.....	19,884,563	11,358,444	5,985,372	9,573,871
Recommended Actuary Balance	23,827,000	26,219,000	26,219,000	26,219,000
 Appropriation Statement:				
	2003 Actual	2004 Appropriation	2005 Allowance	
13 Fixed Charges.....	23,917,634	24,749,110	27,026,300	
Total Operating Expenses.....	23,917,634	24,749,110	27,026,300	
Total Expenditure	23,917,634	24,749,110	27,026,300	
Reimbursable Fund Expenditure	23,917,634	24,749,110	27,026,300	
 Reimbursable Fund Income:				
E20901 Insurance Protection-Variou State Agencies.....	23,917,634	24,749,110	27,026,300	

STATE TREASURER'S OFFICE

E20B03.01 BOND SALE EXPENSES

PROGRAM DESCRIPTION

The Finance Division arranges the sale of general obligation debt and coordinates debt issuance statewide.

MISSION

To provide the State and its agencies with efficient and cost-effective debt issuance services.

KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES

The Bond Sale Expenses program shares the goals and objectives of the State Treasurer's Office.

STATE TREASURER'S OFFICE

BOND SALE EXPENSES

E20B03.01 BOND SALE EXPENSES

Appropriation Statement:

	2003 Actual	2004 Appropriation	2005 Allowance
08 Contractual Services	551,499	290,000	280,000
Total Operating Expenses	551,499	290,000	280,000
Total Expenditure	551,499	290,000	280,000
Original General Fund Appropriation	290,000	40,000	
Transfer of General Fund Appropriation	-52,500		
Total General Fund Appropriation	237,500	40,000	
Less: General Fund Reversion/Reduction	72,500		
Net General Fund Expenditure	165,000	40,000	30,000
Special Fund Expenditure	386,499	250,000	250,000
Total Expenditure	551,499	290,000	280,000
 Special Fund Income:			
E20B03 Bond Sale Expenses	386,499	250,000	250,000

DEPARTMENT OF ASSESSMENTS & TAXATION

MISSION

To promote fairness in taxation for Maryland property owners by uniformly appraising all taxable property at market value, certifying property values to local governments, and offering programs of property tax relief and business services in a manner that is courteous and convenient.

VISION

A State in which the public has confidence that assessments uniformly reflect current market values and that provides convenient access to services through modern technology.

KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES

- Goal 1.** To design and administer property valuation systems which are consistently accurate in describing property ownership, attributes, and values.
- Goal 2.** To ensure that the Department's programs of property tax relief and business services are run in an efficient and effective manner and that the services are courteous and convenient.
- Goal 3.** To operate facilities which are convenient for the public, comfortable for employees, and efficient for production.

DEPARTMENT OF ASSESSMENTS & TAXATION

E50C00.01 OFFICE OF THE DIRECTOR

PROGRAM DESCRIPTION

This program is responsible for providing administrative and related support services to all other programs. It includes Personnel, Assistant Attorney General, Accounting, Procurement, and the Director's staff.

MISSION

To promote fairness in taxation for Maryland property owners by uniformly appraising all taxable property at market value, certifying property values to local governments, and offering programs of property tax relief and business services in a manner that is courteous and convenient.

VISION

A State in which the public has confidence that assessments uniformly reflect current market values and that provides convenient access to services through modern technology.

KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES

- Goal 1.** To provide oversight and management of the Department so as to achieve its goal of promoting fairness in taxation for Maryland property owners.
- Goal 2.** To ensure that the Department's program of property tax relief and business services are run in an efficient and effective manner and that the services are courteous and convenient.
- Goal 3.** To ensure public access and convenience to services.
- Goal 4.** To provide timely financial information and procurement services.
- Objective 4.1** Maintain or exceed Minority Business Enterprise (MBE) goal of 25%.

Performance Measures	2002	2003	2004	2005
	Actual	Actual	Estimated	Estimated
Inputs: Total number of procurement transactions	1,301	1,131	1,100	1,250
Outputs: Total procurement dollars	\$1,698,295	\$1,211,735	\$1,200,000	\$1,400,000
Outcomes: Percent of MBE transactions	24.67%	21.49%	20.45%	25.60%
Percent of MBE dollars	26.74%	38.45%	33.33%	32.14%

STATE DEPARTMENT OF ASSESSMENTS AND TAXATION

SUMMARY OF STATE DEPARTMENT OF ASSESSMENTS AND TAXATION

	2003 Actual	2004 Appropriation	2005 Allowance
Total Number of Authorized Positions.....	735.50	695.50	695.50
Total Number of Contractual Positions.....	2.50		
Salaries, Wages and Fringe Benefits.....	37,299,825	35,610,053	37,289,251
Technical and Special Fees.....	76,078	5,500	
Operating Expenses.....	54,081,370	44,300,473	53,888,755
Original General Fund Appropriation.....	96,414,169	79,147,276	
Transfer/Reduction.....	324,000	-2,450,150	
Total General Fund Appropriation.....	96,738,169	76,697,126	
Less: General Fund Reversion/Reduction.....	8,234,694		
Net General Fund Expenditure.....	88,503,475	76,697,126	87,853,661
Special Fund Expenditure.....	2,953,798	3,218,900	3,324,345
Total Expenditure.....	91,457,273	79,916,026	91,178,006

E50C00.01 OFFICE OF THE DIRECTOR

Appropriation Statement:

	2003 Actual	2004 Appropriation	2005 Allowance
Number of Authorized Positions.....	29.00	28.00	28.00
01 Salaries, Wages and Fringe Benefits.....	1,965,152	1,779,723	1,886,454
02 Technical and Special Fees.....	127		
03 Communication.....	53,626	190,897	210,990
04 Travel.....	13,592	13,450	13,447
07 Motor Vehicle Operation and Maintenance.....	-987	-175	-84
08 Contractual Services.....	19,625	15,868	16,880
09 Supplies and Materials.....	18,415	22,714	19,450
10 Equipment—Replacement.....	1,493		
13 Fixed Charges.....	3,470	7,027	8,551
Total Operating Expenses.....	109,234	249,781	269,234
Total Expenditure.....	2,074,513	2,029,504	2,155,688
Original General Fund Appropriation.....	2,002,121	2,040,120	
Transfer of General Fund Appropriation.....	103,500	-10,616	
Total General Fund Appropriation.....	2,105,621	2,029,504	
Less: General Fund Reversion/Reduction.....	31,108		
Net General Fund Expenditure.....	2,074,513	2,029,504	2,155,688

DEPARTMENT OF ASSESSMENTS & TAXATION

E50C00.02 REAL PROPERTY VALUATION

PROGRAM DESCRIPTION

The Real Property Valuation program administers the tax laws covering the assessment of real property. The Department performs assessments on one-third of all Real Property in the State every year and certifies to local taxing authorities the assessment of each property.

MISSION

To promote fairness in taxation for Maryland property owners by uniformly appraising all taxable property at market value, and to provide local governments with a timely and accurate assessable base.

VISION

A State in which the public and local subdivisions have confidence that assessments uniformly reflect current market values.

KEY GOALS, OBJECTIVES, AND PERFORMANCES MEASURES

Goal 1. To administer a property valuation system that annually attains recognized standards of uniformity and assessment levels statewide.

Objective 1.1 Annually maintain an average level of assessments for taxable properties between 90 to 110% of market value.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Input: Taxable parcels ¹	1,993,784	2,010,226	2,028,274	2,044,500
Output: Assessable base (millions) ¹	\$314.734	\$332.968	\$359.149	\$387.162
Outcome: Residential assessment/sales ratio (median) ²	90.0	90.0	93.0	90.0

Objective 1.2 Maintain an average coefficient of dispersion for residential properties of 15.0 or less.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Outcome: Coefficient of dispersion ²	9.30	10.00	10.00	10.00

Objective 1.3 Maintain assessment level of higher and lower valued properties within a range of .98 to 1.03.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Outcome: Price related differential ²	1.02	1.02	1.01	1.01

Goal 2. To maintain public and local government confidence in the administration and accuracy of the assessment process.

Objective 2.1 Display updated property ownership records within 7 days of receipt of deed recordation.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Output: Number of Real Property Transfers	211,137	214,813	217,820	220,651
Outcome: Average number of days	7.0	26.0	20.0	20.0
Quality: Percent improvement in the average number of days over previous year	7.1%	-71.2%	30.0%	0.0%

¹ As of July 1st.

² Assessment/Sales ratio, Coefficient of dispersion and Price related differential is calculated at the end of calendar year.

DEPARTMENT OF ASSESSMENTS & TAXATION

E50C00.02 REAL PROPERTY VALUATION (Continued)

Objective 2.2 Increase the number of customer service survey responses by 3%.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Output: Number of surveys returned	1,281	1,321	1,360	1,401
Quality: Percent change in surveys returned	-19.2%	3.1%	3.0%	3.0%
Average rating	98.0%	98.0%	98.0%	98.0%

Objective 2.3 Expand public access of real property records on the Internet.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Outputs: Number of hits	8,353,463	8,176,533	8,340,063	8,506,864
Percent increase	4.0%	-5.9%	2.0%	2.0%

Meanings of Measurement terms use above:

Assessment/Sales Ratio (ASR) – ratio of assessed valuation to sale prices. The closer the ratio is to 1, the more accurate the assessment.

Coefficient of Dispersion (COD) – measures how closely individual assessment/sales ratios are arrayed around the median ratio. This measure is used to evaluate the level of uniformity in the assessment of real property within and among jurisdictions throughout the State. The more uniform the assessments, the lower the COD.

Price related Differential (PRD) – Measures any bias in the assessment/sales ratio of high-dollar compared to low-dollar properties. The closer the PRD is to 1.00, the less bias exists in the assessments.

STATE DEPARTMENT OF ASSESSMENTS AND TAXATION

E50C00.02 REAL PROPERTY VALUATION

Appropriation Statement:

	2003 Actual	2004 Appropriation	2005 Allowance
Number of Authorized Positions	529.00	495.00	495.00
Number of Contractual Positions50		
01 Salaries, Wages and Fringe Benefits	<u>26,537,652</u>	<u>25,455,782</u>	<u>26,592,639</u>
02 Technical and Special Fees	<u>29,415</u>	<u>5,500</u>	
03 Communication	683,794	623,412	655,504
04 Travel	285,728	304,788	283,941
06 Fuel and Utilities	18,640	26,258	19,202
07 Motor Vehicle Operation and Maintenance	130,632	135,417	154,462
08 Contractual Services	332,004	297,865	406,355
09 Supplies and Materials	178,054	150,559	168,246
10 Equipment—Replacement	10,611		285,000
13 Fixed Charges	<u>1,676,261</u>	<u>1,896,603</u>	<u>1,877,715</u>
Total Operating Expenses	<u>3,315,724</u>	<u>3,434,902</u>	<u>3,850,425</u>
Total Expenditure	<u>29,882,791</u>	<u>28,896,184</u>	<u>30,443,064</u>
Original General Fund Appropriation	30,638,002	30,383,529	
Transfer of General Fund Appropriation	<u>-355,389</u>	<u>-1,487,345</u>	
Total General Fund Appropriation	30,282,613	28,896,184	
Less: General Fund Reversion/Reduction	<u>399,822</u>		
Net General Fund Expenditure	<u>29,882,791</u>	<u>28,896,184</u>	<u>30,443,064</u>

DEPARTMENT OF ASSESSMENTS & TAXATION

E50C00.04 OFFICE OF INFORMATION TECHNOLOGY

PROGRAM DESCRIPTION

The Office of Information Technology (OIT) is responsible for the overall management and direction of the Department's Information Technology efforts. The Program provides technology support for the Department's programs at 25 locations throughout the State. The program also works with and advises local tax collectors in providing assessment certifications and related data.

MISSION

To provide information services that support the Department's programs and meet the needs of local governments, business, and the public for assessment data and other public data.

VISION

A State that uses modern technology accurately and efficiently to provide data to program managers, local governments, businesses and the public.

KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES

Goals 1. To provide timely and accurate assessment and business information to the Department managers, its customers and stakeholders.

Objective 1.1 To maintain an inquiry response time of less than .35 seconds.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Inputs: Total CICS transactions (millions) ³	239.9	787.9	800.0	810.0
Outcome: Percent of transactions < .35 seconds	99.1%	98.9%	98.0%	94.1%
Percent improvement in average response time over previous year	22.5%	-0.2%	-0.9%	-4.0%

Goals 2. To provide continuing information and data processing support to operate, enhance, and maintain existing automated systems by operating automated help desk systems.

Objective 2.1 To ensure that all major programming requests have a turnaround of no more than 90 days, 85% of the time.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Input: Total programming requests (PR)	481	285	270	260
Output: Number of PRs completed within 90 days	353	218	216	211
Quality: Percent of PRs completed on time	73.4%	76.5%	80.0%	81.2%
Percent improvement in number of PRs completed on time over previous year	10.3%	4.2%	4.6%	1.4%

Goals 3. To move services from "standing in-line" to being "on-line".

Objective 3.1 To web enable remaining qualified web capable services.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Output: Number of services qualified for Internet access	28	28	28	28
Outcomes: Percent of qualified services on the WEB	85.7%	89.3%	89.3%	92.9%

³ Due to re-engineering of our Internet Applications from DB2 direct calls to CICS transactions for security and support purpose has greatly increased our CICS transaction counts.

STATE DEPARTMENT OF ASSESSMENTS AND TAXATION

E50C00.04 OFFICE OF INFORMATION TECHNOLOGY

Appropriation Statement:

	2003 Actual	2004 Appropriation	2005 Allowance
Number of Authorized Positions	26.00	24.00	24.00
01 Salaries, Wages and Fringe Benefits	1,870,841	1,651,674	1,729,042
03 Communication.....	33,770	38,247	32,433
04 Travel.....	15,240	11,665	15,000
07 Motor Vehicle Operation and Maintenance	31,592	5,470	6,169
08 Contractual Services.....	2,556,611	2,007,591	2,311,417
09 Supplies and Materials	60,966	37,529	41,550
10 Equipment—Replacement	62,291	6,973	70,000
13 Fixed Charges	2,010	2,992	3,928
Total Operating Expenses.....	<u>2,762,480</u>	<u>2,110,467</u>	<u>2,480,497</u>
Total Expenditure	<u>4,633,321</u>	<u>3,762,141</u>	<u>4,209,539</u>
Original General Fund Appropriation.....	4,544,036	3,988,751	
Transfer of General Fund Appropriation.....	283,564	-226,610	
Total General Fund Appropriation.....	<u>4,827,600</u>	<u>3,762,141</u>	
Less: General Fund Reversion/Reduction.....	194,279		
Net General Fund Expenditure.....	<u>4,633,321</u>	<u>3,762,141</u>	<u>4,209,539</u>

DEPARTMENT OF ASSESSMENTS & TAXATION

E50C00.05 BUSINESS PROPERTY VALUATION

PROGRAM DESCRIPTION

The Business Property Valuation Program administers the tax laws covering the assessment of personal property, utility companies subject to property tax, utility companies subject to the franchise tax, and property tax incentives for qualifying businesses.

MISSION

To promote fairness in taxation for Maryland's business property owners by uniformly appraising all taxable property at market value and offering property tax incentives for economic development.

VISION

A State in which the public has confidence that assessments uniformly reflect current market values, that local governments have received accurate assessable base information, and the business community has ready access to information about the available government funded property tax incentives.

KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES

Goal 1. To uniformly appraise all taxable property on an annual basis and timely certify that information to local taxing authorities.

Objective 1.1 Process Personal Property Tax returns accurately and timely.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Input: Total number of personal property returns received	190,367	201,129	218,000	224,000
Output: Total number of returns assessed	89,422	92,981	101,000	104,000
Outcomes: Local assessable base (millions)	\$11,988.0	\$11,795	\$11,805.0	\$11,943.0
Estimated local revenue (millions)	\$319.5	\$316.0	\$314.0	\$318.0
Quality: Percentage of returns assessed by Dec. 1	98.5%	99.1%	98.6%	98.6%

Objective 1.2 To assess all Railroad & Utility operating property in an accurate and timely manner.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Input: Total number of entities	338	315	323	337
Output: Assessable base (millions)	\$10,643.7	\$10,414.9	\$9,542.0	\$9,149.0
Outcome: Estimated local revenue (millions)	\$266.1	\$260.3	\$238.5	\$228.7

Objective 1.3 To accurately administer the Franchise Tax laws.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Input: Total number of returns received	368	404	400	400
Outcomes: Revenue from gross receipts tax (millions)	\$140.9	\$129.9	\$135.0	\$135.0
Total interest/penalties levied	\$80,466	\$254,725	\$80,000	\$80,000

Goal 2. To increase capital investment and the number of new businesses locating in designated areas of the State through the use of property tax incentives.

Objective 2.1 To accurately reimburse local governments for one- half of the Enterprise Zone Tax Credits granted in previous year.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Input: Enterprise Zone Participants	394	493	531	555
Output: Amount of State Participation	\$3,008,111	\$3,700,093	\$4,564,350	\$5,272,135
Outcome: Total Capital Investment (millions)	\$574.2	\$665.8	\$921.1	\$1,006.8

STATE DEPARTMENT OF ASSESSMENTS AND TAXATION

E50C00.05 BUSINESS PROPERTY VALUATION

Appropriation Statement:

	2003 Actual	2004 Appropriation	2005 Allowance
Number of Authorized Positions	47.50	45.50	45.50
01 Salaries, Wages and Fringe Benefits	<u>2,554,706</u>	<u>2,383,019</u>	<u>2,538,527</u>
03 Communication	159,466	147,898	141,389
04 Travel	2,153	4,940	4,650
08 Contractual Services	253,273	208,306	228,230
09 Supplies and Materials	18,315	27,420	21,365
10 Equipment—Replacement		2,000	673
13 Fixed Charges	<u>2,808</u>	<u>3,523</u>	<u>3,542</u>
Total Operating Expenses	<u>436,015</u>	<u>394,087</u>	<u>399,849</u>
Total Expenditure	<u>2,990,721</u>	<u>2,777,106</u>	<u>2,938,376</u>
Original General Fund Appropriation	2,694,812	2,849,337	
Transfer of General Fund Appropriation	376,325	-72,231	
Total General Fund Appropriation	<u>3,071,137</u>	<u>2,777,106</u>	
Less: General Fund Reversion/Reduction	80,416		
Net General Fund Expenditure	<u>2,990,721</u>	<u>2,777,106</u>	<u>2,938,376</u>

STATE DEPARTMENT OF ASSESSMENTS AND TAXATION

E50C00.06 TAX CREDIT PAYMENTS

Program Description:

This program contains payments of property tax credits for three programs: the reimbursement of Homeowners' Tax Credits to local governments, the renters' property tax relief, and the reimbursement of property tax credits for urban enterprise zones. Performance measures related to these programs are contained in the programs that administer the credits: the Property Tax Credit Program (EC00.08) for the homeowners and renters credits and Business Property Valuation (EC00.05) for the Enterprise Zone credit.

	2002	2003	2004	2005
	Actual	Actual	Estimated	Estimated
Performance Measures/Performance Indicators				
(\$ thousands)				
Homeowners Tax Credits.....	44,057	39,874	39,000	37,700
Renter's Credit.....	3,073	2,820	3,200	3,000
Urban Enterprise Zone Credits.....	3,008	3,700	4,941	5,100
Local Share of Payments*.....			-10,010	
State Appropriation.....	<u>50,138</u>	<u>46,394</u>	<u>37,131</u>	<u>45,800</u>

* Laws of Maryland 2003, Chapter 203

Subdivision	FY 2004	State Tax	FY 2005	State Tax
	Businesses		Businesses	
	Participating	Credit	Participating	Credit
Allegany.....	48	343,367	41	302,056
Baltimore City.....	110	1,091,057	125	1,648,675
Baltimore.....	17	376,370	29	391,806
Calvert.....	15	34,581	15	35,545
Cecil.....	2	31,267	4	245,815
Dorchester.....	22	654,790	18	161,972
Garrett.....	18	22,249	16	20,479
Harford.....	119	1,317,405	126	1,215,943
Montgomery.....	58	159,399	51	191,695
Prince George's.....	6	140,339	8	182,233
St. Mary's.....	1	2,293	12	20,058
Somerset.....	11	7,895	11	6,656
Washington.....	56	638,541	54	560,673
Wicomico.....	37	86,917	34	81,895
Worcester.....	11	34,092	11	34,499
Total.....	<u>531</u>	<u>4,940,562</u>	<u>555</u>	<u>5,100,000</u>

Appropriation Statement:

	2003	2004	2005
	Actual	Appropriation	Allowance
12 Grants, Subsidies and Contributions.....	<u>46,393,538</u>	<u>37,131,000</u>	<u>45,800,000</u>
Total Operating Expenses.....	<u>46,393,538</u>	<u>37,131,000</u>	<u>45,800,000</u>
Total Expenditure.....	<u>46,393,538</u>	<u>37,131,000</u>	<u>45,800,000</u>
Total General Fund Appropriation.....	53,593,622	37,131,000	
Less: General Fund Reversion/Reduction.....	7,200,084		
Net General Fund Expenditure.....	<u>46,393,538</u>	<u>37,131,000</u>	<u>45,800,000</u>

DEPARTMENT OF ASSESSMENTS & TAXATION

E50C00.08 PROPERTY TAX CREDIT PROGRAM

PROGRAM DESCRIPTION

Under Sections 9-102 and 9-104 Tax-Property Article, the Department reimburses local governments for tax credits against State and local property taxes due on the homeowners' principal residence and reimburses renters directly for tax credits against the property taxes in the yearly rent. The amounts of the two credits are based upon formulas comparing gross household income to the property taxes paid.

MISSION

To promote fairness in taxation for Maryland property owners by uniformly appraising all taxable property at market value but having programs of property tax relief for those homeowners and renters who qualify on the basis of income.

VISION

A State in which homeowners and renters who need assistance in paying their property tax liabilities will readily receive it.

KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES

Goal 1. To provide property tax relief for low and fixed income renters and homeowners.

Objective 1.1 Maintain level participation in both the Homeowners' and Renters' Tax Credit programs.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Inputs: Homeowners' applications received	79,830	68,736	65,641	63,000
Homeowners' applications eligible	59,013	52,629	50,360	48,060
Outcomes: Percent increase in Homeowners' participation	+3.4%	-13.9%	-4.5%	-4.0%
Total Homeowners' credits (millions)	\$44.057	\$39.874	\$39.000	\$37.700
Average Homeowners' Credit	\$747	\$758	\$774	\$784
Inputs: Renters' applications received	15,645	14,706	13,824	12,995
Renters' applications eligible	11,995	11,470	10,783	10,136
Outcomes: Percent increase in Renters' participation	-13.9%	-6.0%	-6.0%	-6.0%
Total Renters' Credits (millions)	\$3.073	\$2.820	\$3.200	\$3.000
Average Renters' Credit	\$256	\$246	\$297	\$296

STATE DEPARTMENT OF ASSESSMENTS AND TAXATION

E50C00.08 PROPERTY TAX CREDIT PROGRAMS

Appropriation Statement:

	2003 Actual	2004 Appropriation	2005 Allowance
Number of Authorized Positions	40.00	39.00	39.00
Number of Contractual Positions50		
01 Salaries, Wages and Fringe Benefits	<u>1,656,368</u>	<u>1,589,612</u>	<u>1,697,577</u>
02 Technical and Special Fees	<u>13,858</u>		
03 Communication	121,276	102,789	129,310
04 Travel	1,197	1,900	1,700
08 Contractual Services	51,584	48,210	45,154
09 Supplies and Materials	13,061	16,944	14,975
10 Equipment—Replacement	726	1,243	673
13 Fixed Charges	<u>1,313</u>	<u>2,127</u>	<u>2,050</u>
Total Operating Expenses	<u>189,157</u>	<u>173,213</u>	<u>193,862</u>
Total Expenditure	<u>1,859,383</u>	<u>1,762,825</u>	<u>1,891,439</u>
Original General Fund Appropriation	1,877,089	1,773,938	
Transfer of General Fund Appropriation	29,000	-30,013	
Total General Fund Appropriation	<u>1,906,089</u>	<u>1,743,925</u>	
Less: General Fund Reversion/Reduction	64,287		
Net General Fund Expenditure	1,841,802	1,743,925	1,874,939
Special Fund Expenditure	<u>17,581</u>	<u>18,900</u>	<u>16,500</u>
Total Expenditure	<u>1,859,383</u>	<u>1,762,825</u>	<u>1,891,439</u>
Special Fund Income:			
C00303 Administration of Local Tax Credits	<u>17,581</u>	<u>18,900</u>	<u>16,500</u>

DEPARTMENT OF ASSESSMENTS & TAXATION

E50C00.10 CHARTER UNIT

PROGRAM DESCRIPTION

This Program is the central repository of all records of business entity formation and filings (charters, limited liability companies, limited partnerships and business trusts). The program provides resident agent information for service of process on these entities and accepts service in certain instances on their behalf. It also records trade names. It is the place of filing for most financing statements under the Uniform Commercial Code.

MISSION

To provide courteous and convenient services for business formation and operation in the State.

VISION

A State in which the business community and the general public have access to services performed by the Department in the most efficient and convenient means possible through the use of modern technology.

KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES

Goal 1. To facilitate and foster business expansion in the State by providing corporate entity formation, commercial transaction, and document filing systems.

Objective 1.1 To provide “regular” service document return within 7 days.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Input: Total number of documents	89,265	93,608	96,415	99,300
Quality: Percentage of documents processed within 7 days	67.4%	75.1%	74.0%	74.0%
Average number of days to process a document	7.9	7.3	7.5	7.5
Percentage improvements in processing time over previous year	1.3%	7.6%	-2.7%	0.0%

Objective 1.2 To provide “expedited” service within 24 hours.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Input: Total number of “expedited” requests	66,579	65,713	66,000	66,500
Quality: Percent of documents processed within 24 hours	92.0%	99.0%	99.8%	99.8%
Average response time (hours)	24	18	18	18
Percent improvements in processing over previous year	6.0%	25.7%	-2.3%	0.0%

STATE DEPARTMENT OF ASSESSMENTS AND TAXATION

E50C00.10 CHARTER UNIT

Appropriation Statement:

	2003 Actual	2004 Appropriation	2005 Allowance
Number of Authorized Positions	64.00	64.00	64.00
Number of Contractual Positions	1.50		
01 Salaries, Wages and Fringe Benefits	2,715,106	2,750,243	2,845,012
02 Technical and Special Fees	32,678		
03 Communication	203,314	233,145	243,726
04 Travel	586	1,725	2,525
08 Contractual Services	598,343	504,104	550,291
09 Supplies and Materials	67,679	64,580	70,525
10 Equipment—Replacement	3,040		24,308
13 Fixed Charges	2,260	3,469	3,513
Total Operating Expenses	875,222	807,023	894,888
Total Expenditure	3,623,006	3,557,266	3,739,900
Original General Fund Appropriation	1,064,487	980,601	
Transfer of General Fund Appropriation	-113,000	-623,335	
Total General Fund Appropriation	951,487	357,266	
Less: General Fund Reversion/Reduction	264,698		
Net General Fund Expenditure	686,789	357,266	432,055
Special Fund Expenditure	2,936,217	3,200,000	3,307,845
Total Expenditure	3,623,006	3,557,266	3,739,900
Special Fund Income:			
C00304 Expedited Service	2,936,217	3,200,000	3,307,845

MARYLAND STATE LOTTERY AGENCY

E75D00.01 ADMINISTRATION AND OPERATIONS

PROGRAM DESCRIPTION

The Administration and Operation program of the Lottery Budget encompasses all of the expenses incurred in the operation of Lottery gaming in Maryland. This program does not include the actual expenses of the Lottery games, which are prize expenses and selling expenses (commissions, cashing fees, and agent incentive expenses).

MISSION

The mission of the State Lottery Agency is to provide revenue through the sale of entertaining lottery products to support state programs and services benefiting the citizens of Maryland.

We administer and promote the sale of lottery products in a secure and responsible manner designed to enhance public confidence in the integrity and fairness of the Lottery. This is achieved in partnership with a network of licensed lottery retailers.

VISION

We envision ourselves as an innovative, adaptive and responsible business that will continue to provide a reliable source of revenue for state government well into the future.

KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES

Goal 1. Revenue To increase revenue for the operation of State Government.

Objective 1.1 The Lottery will increase revenues to \$462 million (projected) in fiscal year 2005 to support the State's General Revenue Fund.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Outcomes: The total revenue generated by the Lottery to support State programs and services (\$ millions)	442.5	444.9	440.8	461.9

Goal 2. Sales To increase Lottery ticket sales.

Objective 2.1 The Agency will achieve lottery sales of \$1,420 million in fiscal year 2005.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Output: Ticket sales generated by the Lottery (\$ millions)	1,306.6	1,322.2	1,354.5	1,420.1

Goal 3. Customer Satisfaction To improve the level of customer satisfaction among Lottery players and retailers.

Objective 3.1 The Lottery will maintain Player satisfaction at or above 80 percent in fiscal year 2005.

	2002	2003	2004	2005
Performance Measures	Actual	Actual	Estimated	Estimated
Quality: Player Satisfaction Index (weighted composite of player satisfaction ratings on games provided, on the Lottery retail experience, and on the accessibility of Lottery products).	81.0 %	80.0 %	80.0 %	80.0%

MARYLAND STATE LOTTERY AGENCY

E75D00.01 ADMINISTRATION AND OPERATIONS (Continued)

Objective 3.2 The Agency will maintain Retailer Satisfaction at or above 80 percent in fiscal year 2005.

Performance Measures	2002 Actual	2003 Actual	2004 Estimated	2005 Estimated
Quality: Retailer Satisfaction Index (weighted composite of retailer satisfaction rating on the quality of customer service, on the service relationship with the Lottery, and on service provided by the Lottery Sales Consultant).	79.0 %	80.0 %	81.0 %	80.0%

Goal 4. Player Base To broaden the Lottery's player base.

Objective 4.1 The Lottery will maintain its player base at or above 50 percent in fiscal year 2005.

Performance Measures	2002 Actual	2003 Actual	2004 Estimated	2005 Estimated
Outcome: The percentage of adult Marylanders (18+) who indicate that they have played any Lottery game in past 12 months.	50.0 %	51.0 %	52.0 %	50.0%

Goal 5. Efficiency To improve the efficiency of the Lottery operations.

Objective 5.1 The Lottery will achieve a ratio of costs to sales of five percent or less in fiscal year 2005.

Performance Measures	2002 Actual	2003 Actual	2004 Estimated	2005 Estimated
Efficiency: The ratio of operating costs to sales.	3.86 %	3.91%	3.78%	3.82%

STATE LOTTERY AGENCY

E75D00.01 ADMINISTRATION AND OPERATIONS

SUMMARY OF REVENUES (PER BOARD OF REVENUE ESTIMATES-\$ MILLIONS)

	2002 Actual	2003 Actual	2004 Estimated	2005 Estimated
Performance Measures/Performance Indicators				
Lottery Sales:				
Pick 3	306.9	296.6	288.2	291.5
Pick 4	201.4	203.6	206.5	215.2
Lotto	37.7	34.2	31.6	29.2
Cash In Hand and Instant Win	18.2	3.2	6.0	25.0
Instant Game	299.2	316.7	340.4	357.4
Keno	355.7	377.4	386.9	406.2
Match 5	8.3	21.3	22.3	23.0
Mega Millions	77.9	69.2	72.6	72.6
Let It Ride	1.3			
Total Lottery Sales	<u>1,306.6</u>	<u>1,322.2</u>	<u>1,354.5</u>	<u>1,420.1</u>
Less:				
Agent Earnings	85.5	87.3	91.7	95.1
Operating Budget	50.6	51.8	50.9	52.6
Prizes	<u>728.0</u>	<u>738.2</u>	<u>771.1</u>	<u>810.5</u>
Net Lottery Revenue	442.5	444.9	440.8	461.9
Less:				
Stadium Authority Revenue	26.2	22.0	22.0	22.0
Horse Racing Fund Revenue	2.2			
Total General Fund Revenue	<u>414.1</u>	<u>422.9</u>	<u>418.8</u>	<u>439.9</u>

Appropriation Statement:

	2003 Actual	2004 Appropriation	2005 Allowance
Number of Authorized Positions	172.00	170.00	170.00
Number of Contractual Positions	5.50	6.50	11.00
01 Salaries, Wages and Fringe Benefits	<u>9,939,749</u>	<u>9,890,713</u>	<u>10,127,286</u>
02 Technical and Special Fees	<u>370,225</u>	<u>195,085</u>	<u>346,600</u>
03 Communication	1,101,871	944,691	592,881
04 Travel	65,945	80,158	81,900
06 Fuel and Utilities	56,131	70,826	118,826
07 Motor Vehicle Operation and Maintenance	272,875	241,300	210,382
08 Contractual Services	36,807,307	35,584,233	37,655,886
09 Supplies and Materials	216,324	168,675	183,543
10 Equipment—Replacement	175,893	227,418	86,236
11 Equipment—Additional	1,340,549	2,532,960	2,229,063
13 Fixed Charges	749,812	982,935	1,011,166
14 Land and Structures	619,519		
Total Operating Expenses	<u>41,406,226</u>	<u>40,833,196</u>	<u>42,169,883</u>
Total Expenditure	<u>51,716,200</u>	<u>50,918,994</u>	<u>52,643,769</u>
Special Fund Expenditure	<u>51,716,200</u>	<u>50,918,994</u>	<u>52,643,769</u>
Special Fund Income:			
E75301 Lottery Ticket Sales	<u>51,716,200</u>	<u>50,918,994</u>	<u>52,643,769</u>

PROPERTY TAX ASSESSMENT APPEALS BOARDS

E80E00.01 PROPERTY TAX ASSESSMENT APPEALS BOARDS

PROGRAM DESCRIPTION

The Property Tax Assessment Appeals Boards, located in each county and Baltimore City, hear appeals on actions of the State Department of Assessments and Taxation on matters relating to the assessment of property or on any other tax matters which may be assigned by the General Assembly. Property assessments made by the State Assessors may be appealed to the local Property Tax Assessment Appeals Boards in the counties and Baltimore City, prior to the Maryland Tax Court and subsequent State court reviews.

MISSION

This agency was established to provide a means for every property owner in the State to appeal the valuation established for tax purposes by the State Department of Assessment and Taxation.

VISION

Every appeal filed would be heard in a timely manner and every decision rendered would be accurate and fair based on the evidence presented at the hearings. Within 30 days, a written decision that states the Boards findings as well as the basis for the findings shall be sent to the petitioner in writing. All of these actions would be accomplished on-line through e-government.

KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES

Goal 1. To conduct appeals in a timely and efficient fashion.

Objective 1.1. To hear every appeal and render a decision within 30 days of the hearing for every appeal filed during the appeal cycle year.

	CY2002	CY2003	CY2004	CY2005
Performance Measures	Actual	Estimated	Estimated	Estimated
Inputs: Appeals filed	8,350	9,957	10,200	10,500
Outputs: Appeals heard	6,637	7,200	7,300	7,500
Appeals clearance rate	79%	72%	71%	72%
Efficiency: Average length of time from appeal filing to appeal hearing (months):				
Metro counties/Baltimore City	5	5	5	5
All others	3	3	3	3
Average length of time from hearing to decision (days)	30	30	30	30
Number of appeals pending at end of appeal cycle year	2,907	3,750	3,420	3,150

Goal 2. To render accurate and fair decisions.

Objective 2.1. In each year, less than 10% of decisions shall be appealed to the Maryland Tax Court.

	CY2002	CY2003	CY2004	CY2005
Performance Measures	Actual	Estimated	Estimated	Estimated
Inputs: Appeals Filed	8,350	9,957	10,200	10,500
Outcome: Number of appeals filed with Maryland Tax Court	557	530	556	584
Percent of appeals filed with Maryland Tax Court	8%	7%	8%	8%
Quality: Percent of affirmations by Maryland Tax Court of cases appealed to Tax Court	54%	56%	57%	58%

Note: CY = Calendar Year

PROPERTY TAX ASSESSMENT APPEALS BOARDS

E80E00.01 PROPERTY TAX ASSESSMENT APPEALS BOARDS

Appropriation Statement:

	2003 Actual	2004 Appropriation	2005 Allowance
Number of Authorized Positions	9.00	9.00	9.00
01 Salaries, Wages and Fringe Benefits	<u>700,821</u>	<u>713,247</u>	<u>722,007</u>
03 Communication	14,850	21,815	14,642
04 Travel	8,896	14,500	11,000
07 Motor Vehicle Operation and Maintenance	11,447	13,485	11,631
08 Contractual Services	18,146	16,742	17,200
09 Supplies and Materials	12,893	9,000	8,150
10 Equipment—Replacement	17,932		
13 Fixed Charges	<u>58,485</u>	<u>80,191</u>	<u>73,167</u>
Total Operating Expenses	<u>142,649</u>	<u>155,733</u>	<u>135,790</u>
Total Expenditure	<u>843,470</u>	<u>868,980</u>	<u>857,797</u>
Original General Fund Appropriation	933,379	930,978	
Transfer of General Fund Appropriation		-61,998	
Total General Fund Appropriation	<u>933,379</u>	<u>868,980</u>	
Less: General Fund Reversion/Reduction	<u>89,909</u>		
Net General Fund Expenditure	<u>843,470</u>	<u>868,980</u>	<u>857,797</u>

REGISTERS OF WILLS

OBJECTIVES

Section 2-205 of the Estate and Trusts Article provides that if the fees and receipts of the Registers of Wills are insufficient in any year to pay the authorized salaries and expenses of any Register of Wills, a deficiency shall be paid to the Register of Wills by the Comptroller from funds provided in the State budget for that purpose.

E90G00.01 SUPPLEMENT FOR REGISTERS OF WILLS

Program Description:

The supplement for Registers of Wills program provides funds from which deficiencies in the operations of the various Registers of Wills may be paid.

Appropriation Statement:

	2003 Actual	2004 Appropriation	2005 Allowance
12 Grants, Subsidies and Contributions.....	10,000	75,000	75,000
Total Operating Expenses.....	<u>10,000</u>	<u>75,000</u>	<u>75,000</u>
Total Expenditure	<u>10,000</u>	<u>75,000</u>	<u>75,000</u>
Total General Fund Appropriation.....	75,000	75,000	
Less: General Fund Reversion/Reduction.....	65,000		
Net General Fund Expenditure.....	<u>10,000</u>	<u>75,000</u>	<u>75,000</u>

PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2003 Positions	FY 2003 Expenditure	FY 2004 Positions	FY 2004 Appropriation	FY 2005 Positions	FY 2005 Allowance	Symbol

e00a01 Office of the Comptroller							
e00a0101 Executive Direction							
comptroller state of md	1.00	105,548	1.00	116,667	1.00	118,750	
chf deputy comptroller	1.00	119,019	1.00	119,019	1.00	119,019	
exec vii	1.00	110,606	1.00	110,606	1.00	110,606	
div dir ofc atty general	1.00	108,140	1.00	108,140	1.00	110,276	
asst state compt iv	2.00	158,732	2.00	158,732	2.00	158,732	
asst attorney general viii	1.00	89,249	1.00	89,249	1.00	90,128	
administrator vii	2.00	144,215	2.00	110,438	2.00	114,746	
asst state compt iii	.00	29,444	1.00	73,107	1.00	73,825	
asst state compt ii	2.00	108,727	1.00	65,811	1.00	66,456	
administrator iv	1.00	24,396	1.00	45,329	1.00	47,088	
asst state compt i	1.00	59,738	1.00	60,416	1.00	61,007	
administrator ii	.00	15,679	1.00	55,027	1.00	55,564	
accountant, advanced	1.00	45,029	1.00	45,029	1.00	45,902	
administrator i	1.00	45,029	1.00	45,029	1.00	45,902	
revenue administrator iv	2.00	101,570	2.00	101,070	2.00	102,546	
webmaster i	.00	0	1.00	37,255	1.00	38,691	
pub affairs officer ii	2.00	55,736	2.00	91,989	2.00	93,773	
pub affairs officer ii	1.00	44,670	1.00	44,670	1.00	45,103	
revenue administrator iii	2.00	102,291	1.00	47,319	1.00	48,238	
revenue administrator ii	1.00	44,314	.00	0	.00	0	
pub affairs officer i	.00	21,235	.00	0	.00	0	
pub affairs specialist iii	1.00	12,172	.00	0	.00	0	
paralegal ii	1.00	37,423	1.00	37,423	1.00	38,145	
exec assoc ii	.00	11,668	1.00	47,319	1.00	47,779	
exec assoc i	1.00	48,250	1.00	44,314	1.00	44,744	
management assoc	1.00	39,137	1.00	39,191	1.00	39,569	
admin aide	1.00	35,740	1.00	35,740	1.00	36,428	
office secy iii	1.00	32,189	1.00	33,493	1.00	34,135	
office secy ii	1.50	30,226	1.00	30,226	1.00	30,515	

TOTAL e00a0101*	30.50	1,780,172	30.00	1,792,608	30.00	1,817,667	

e00a0102 Financial and Support Services							
asst state compt iv	1.00	78,366	1.00	78,366	1.00	78,366	
asst state compt iii	1.00	73,107	1.00	73,107	1.00	73,825	
asst state compt ii	1.00	67,100	1.00	67,100	1.00	68,415	
accountant supervisor ii	.00	27,981	1.00	57,658	1.00	58,783	
accountant supervisor i	1.00	28,245	.00	0	.00	0	
administrator ii	2.00	112,148	2.00	94,831	2.00	97,503	
personnel administrator i	1.00	53,975	1.00	53,975	1.00	55,027	
accountant, advanced	.00	22,705	1.00	46,792	1.00	47,701	
administrator i	1.00	21,028	.00	0	.00	0	
personnel officer iii	1.00	45,902	1.00	45,902	1.00	46,792	
accountant ii	2.00	65,105	1.00	42,174	1.00	42,989	

PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2003 Positions	FY 2003 Expenditure	FY 2004 Positions	FY 2004 Appropriation	FY 2005 Positions	FY 2005 Allowance	Symbol
e00a0102 Financial and Support Services							
admin officer iii	.00	32,021	.00	0	.00	0	
revenue administrator iii	1.00	28,936	1.00	34,908	1.00	36,250	
admin officer ii	1.00	43,472	1.00	43,472	1.00	44,314	
personnel officer i	2.00	85,019	2.00	85,358	2.00	86,186	
personnel specialist iii	.00	23,762	1.00	40,718	1.00	41,111	
personnel specialist ii	1.00	14,108	.00	0	.00	0	
revenue examiner i	.00	1,772	.00	0	.00	0	
services supervisor iii	.00	5,708	1.00	38,145	1.00	38,513	
services supervisor ii	1.00	31,040	.00	0	.00	0	
agency buyer i	1.00	33,493	1.00	33,493	1.00	33,814	
services supervisor i	1.00	33,493	1.00	33,493	1.00	33,814	
agency procurement specialist i	1.00	31,863	1.00	31,836	1.00	32,446	
personnel associate ii	3.00	100,560	4.00	132,043	4.00	133,610	
personnel associate i	1.00	17,420	.00	0	.00	0	
management associate	1.00	40,718	1.00	40,718	1.00	41,111	
fiscal accounts clerk superviso	1.00	33,399	1.00	33,399	1.00	34,679	
admin aide	1.00	29,814	1.00	30,153	1.00	30,728	
fiscal accounts clerk ii	1.50	29,106	1.00	29,106	1.00	29,383	
services specialist	1.00	59,433	2.00	58,789	2.00	59,621	
fiscal accounts clerk i	1.00	7,185	.00	0	.00	0	
office processing clerk ii	.00	18,646	1.00	21,675	1.00	22,081	
offset machine operator ii	.00	15,467	.00	0	.00	0	
fiscal accounts clerk trainee	.00	4,730	1.00	19,617	1.00	20,347	
office appliance clerk ii	1.00	42,501	2.00	52,738	2.00	53,736	
office processing clerk i	1.00	2,843	.00	0	.00	0	
print shop supv ii	.00	24,186	.00	0	.00	0	
print shop supv i	.00	23,392	.00	0	.00	0	
building services worker ii	4.00	70,260	3.00	66,371	3.00	67,615	
stock clerk ii	1.00	1,258	.00	0	.00	0	
TOTAL e00a0102*	37.50	1,481,267	36.00	1,385,937	36.00	1,408,760	
TOTAL e00a01 **	68.00	3,261,439	66.00	3,178,545	66.00	3,226,427	
e00a02 General Accounting Division							
e00a0201 Accounting Control and Reporting							
asst state compt vi	1.00	102,816	1.00	102,816	1.00	102,816	
prgm mgr senior i	2.00	167,004	2.00	167,004	2.00	170,286	
admin prog mgr ii	1.00	20,449	.00	0	.00	0	
accountant manager iii	1.00	63,823	1.00	63,823	1.00	64,448	
accountant manager i	1.00	57,785	1.00	58,124	1.00	58,692	
systems control accountant supe	.00	46,915	1.00	61,597	1.00	62,199	
accountant supervisor ii	1.00	14,352	.00	0	.00	0	
systems control accountant lead	1.00	52,353	1.00	52,353	1.00	53,371	
accountant supervisor i	1.00	48,084	1.00	48,084	1.00	49,017	
administrator ii	.00	23,984	1.00	52,944	1.00	53,975	

PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2003 Positions	FY 2003 Expenditure	FY 2004 Positions	FY 2004 Appropriation	FY 2005 Positions	FY 2005 Allowance	Symbol
e00a02 General Accounting Division							
e00a0201 Accounting Control and Reporting							
computer info services spec sup	.00	19,306	1.00	48,084	1.00	48,551	
systems control accountant ii c	1.00	95,136	5.00	237,233	5.00	243,095	
accountant, advanced	4.00	95,839	1.00	47,701	1.00	48,164	
accountant, lead	1.00	0	1.00	37,255	1.00	38,691	
dp functional analyst ii	.00	12,940	1.00	45,029	1.00	45,902	
management specialist iv	1.00	27,842	.00	0	.00	0	
accountant ii	3.00	142,022	4.00	160,991	4.00	164,101	
computer info services spec ii	2.00	86,810	2.00	86,810	2.00	88,491	
dp functional analyst i	1.00	30,157	.00	0	.00	0	
revenue administrator iii	1.00	47,319	1.00	47,319	1.00	47,779	
management specialist iii	1.00	26,030	.00	0	.00	0	
fiscal accounts technician supv	1.00	37,721	1.00	37,721	1.00	38,448	
fiscal accounts technician ii	6.00	222,813	6.00	212,473	6.00	215,520	
fiscal accounts technician i	1.00	2,563	.00	0	.00	0	
exec assoc i	1.00	53,682	1.00	44,314	1.00	45,173	
fiscal accounts clerk manager	1.00	39,165	1.00	39,504	1.00	39,886	
management associate	2.00	42,528	1.00	41,504	1.00	42,307	
fiscal accounts clerk superviso	2.00	75,612	2.00	76,290	2.00	77,026	
fiscal accounts clerk ii	5.00	169,080	8.00	215,031	8.00	220,935	
office secy ii	.00	10,838	1.00	33,866	1.00	34,191	
office secy i	.00	7,304	.00	0	.00	0	
fiscal accounts clerk i	3.00	63,251	1.00	27,594	1.00	28,118	
fiscal accounts clerk trainee	2.00	4,608	.00	0	.00	0	
TOTAL e00a0201*	48.00	1,910,131	47.00	2,045,464	47.00	2,081,182	
TOTAL e00a02 **	48.00	1,910,131	47.00	2,045,464	47.00	2,081,182	
e00a03 Bureau of Revenue Estimates							
e00a0301 Estimating of Revenues							
asst state compt vi	1.00	86,991	1.00	86,991	1.00	86,991	
administrator vii	1.00	70,893	1.00	70,893	1.00	72,284	
asst state compt iii	1.00	71,701	1.00	71,701	1.00	73,107	
exec assoc i	.00	19,445	1.00	41,044	1.00	41,839	
office clerk ii	.00	0	.00	0	.00	0	
TOTAL e00a0301*	3.00	249,030	4.00	270,629	4.00	274,221	
TOTAL e00a03 **	3.00	249,030	4.00	270,629	4.00	274,221	
e00a04 Revenue Administration Division							
e00a0401 Revenue Administration							
asst state compt vi	1.00	89,440	1.00	89,440	1.00	89,440	
prgm mgr senior i	2.00	165,392	2.00	165,392	2.00	167,825	
prgm mgr iv	1.00	75,148	1.00	75,148	1.00	75,885	
asst state compt ii	6.00	407,208	6.00	407,886	6.00	412,551	

PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2003 Positions	FY 2003 Expenditure	FY 2004 Positions	FY 2004 Appropriation	FY 2005 Positions	FY 2005 Allowance	Symbol
e00a04 Revenue Administration Division							
e00a0401 Revenue Administration							
tax consultant ii	1.00	53,975	1.00	53,975	1.00	55,027	
computer network spec supr	1.00	61,597	1.00	61,597	1.00	62,199	
dp functional analyst superviso	1.00	57,658	1.00	57,658	1.00	58,221	
revenue administrator vi	6.00	345,037	6.00	345,036	6.00	349,556	
accountant supervisor i	3.00	157,919	3.00	157,919	3.00	160,469	
computer info services spec sup	1.00	50,151	1.00	39,766	1.00	41,302	
computer network spec ii	4.00	186,623	4.00	187,036	4.00	191,697	
dp functional analyst lead	1.00	55,027	1.00	55,027	1.00	56,100	
revenue administrator v	2.00	98,263	2.00	94,793	2.00	97,402	
dp functional analyst ii	2.00	192,478	5.00	229,161	5.00	235,161	
obs-data proc prog analyst spec	1.00	50,438	1.00	50,535	1.00	51,027	
revenue administrator iv	16.00	799,037	16.00	795,405	16.00	806,552	
accountant ii	4.00	194,732	5.00	212,620	5.00	217,746	
admin officer iii	1.00	44,670	1.00	44,670	1.00	45,535	
computer info services spec ii	1.00	47,608	1.00	34,908	1.00	36,250	
computer network spec trainee	.00	25,947	1.00	36,250	1.00	37,645	
dp functional analyst i	4.00	81,772	1.00	47,319	1.00	48,238	
revenue administrator iii	3.00	133,094	2.00	94,638	2.00	96,017	
accountant i	2.00	16,755	.00	0	.00	0	
dp functional analyst trainee	1.00	36,096	1.00	41,044	1.00	41,839	
obs-data proc prog analyst spec	1.00	870	.00	0	.00	0	
obs-fiscal specialist i	2.00	88,350	2.00	88,628	2.00	90,346	
revenue administrator ii	8.00	352,320	8.00	346,826	8.00	352,532	
revenue specialist iii	19.00	791,602	19.00	824,654	19.00	836,146	
accountant trainee	.00	21,087	1.00	30,664	1.00	31,836	
admin officer i	.00	20,875	1.00	47,468	1.00	47,468	
computer info services spec i	.00	7,100	1.00	41,504	1.00	42,307	
revenue administrator i	1.00	40,718	1.00	40,718	1.00	41,504	
revenue specialist ii	37.00	1,391,021	36.00	1,457,332	36.00	1,479,986	
admin spec iii	1.00	31,936	.00	0	.00	0	
revenue specialist i	84.40	3,049,461	86.40	3,256,257	86.40	3,309,001	
revenue examiner iii	21.40	735,310	25.40	829,173	25.40	844,104	
revenue examiner iii	.20	0	.20	5,392	.20	5,596	
revenue examiner ii	18.00	249,157	3.00	82,168	3.00	84,212	
revenue examiner i	4.00	300,662	15.00	409,017	15.00	417,560	
dp production control spec supr	.00	5,871	1.00	34,322	1.00	35,638	
dp production control spec lead	4.00	130,510	3.00	103,806	3.00	105,467	
dp production control spec ii	4.00	122,975	4.00	122,243	4.00	123,990	
police officer ii	1.00	0	.00	0	.00	0	
building guard ii	2.00	32,650	1.00	26,868	1.00	27,377	
building guard i	.00	17,223	1.00	22,532	1.00	22,954	
building guard trainee	.00	10,907	1.00	17,309	1.00	17,947	
fiscal accounts technician supv	1.00	34,322	1.00	34,322	1.00	35,638	
fiscal accounts technician ii	7.00	214,117	6.00	197,459	6.00	200,274	

PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2003 Positions	FY 2003 Expenditure	FY 2004 Positions	FY 2004 Appropriation	FY 2005 Positions	FY 2005 Allowance	Symbol
e00a04 Revenue Administration Division							
e00a0401 Revenue Administration							
fiscal accounts technician i	.00	-1,366	.00	0	.00	0	
exec assoc i	1.00	40,314	1.00	40,267	1.00	41,044	
management associate	4.00	162,988	4.00	163,673	4.00	165,641	
fiscal accounts clerk superviso	6.00	202,703	7.00	233,702	7.00	239,919	
admin aide	5.50	194,179	5.00	173,589	5.00	175,557	
office supervisor	2.50	75,752	2.50	76,732	2.50	78,200	
fiscal accounts clerk, lead	1.00	31,048	1.00	31,048	1.00	31,640	
obs-office supervisor iii	1.00	33,493	1.00	33,493	1.00	33,814	
office secy iii	4.00	100,251	3.00	94,223	3.00	95,703	
fiscal accounts clerk ii	21.50	554,805	19.50	576,722	19.50	586,942	
office secy ii	2.30	83,991	2.80	88,389	2.80	89,832	
office secy ii	.20	0	.20	4,744	.20	4,923	
office services clerk lead	1.00	31,992	1.00	31,992	1.00	32,298	
obs-office supervisor i	1.00	29,456	.00	0	.00	0	
office services clerk	16.00	341,958	13.00	341,375	13.00	348,915	
fiscal accounts clerk i	1.00	24,585	1.00	23,331	1.00	24,210	
obs-fiscal clerk ii, general	2.00	51,804	2.00	51,804	2.00	53,241	
office clerk ii	23.00	619,897	29.00	698,330	29.00	716,093	
office processing clerk ii	.00	19,679	2.00	43,350	2.00	44,568	
fiscal accounts clerk trainee	2.00	10,083	.00	0	.00	0	
office clerk i	8.00	140,081	3.00	73,710	3.00	74,666	
office processing clerk i	2.00	22,856	.00	0	.00	0	
office clerk assistant	4.00	12,130	2.00	36,848	2.00	38,212	
office processing assistant	1.00	16,964	1.00	18,424	1.00	19,106	
TOTAL e00a0401*	391.00	13,874,752	382.00	14,231,631	382.00	14,480,091	
TOTAL e00a04 **	391.00	13,874,752	382.00	14,231,631	382.00	14,480,091	
e00a05 Compliance Division							
e00a0501 Compliance Administration							
asst state compt vi	1.00	94,553	1.00	94,553	1.00	94,553	
asst attorney general viii	1.00	87,526	1.00	87,526	1.00	89,249	
prgm mgr senior i	2.00	167,004	2.00	167,004	2.00	170,286	
asst attorney general vi	3.00	192,169	3.00	209,969	3.00	215,164	
asst state compt iii	1.00	73,107	1.00	73,107	1.00	74,542	
asst state compt ii	6.00	341,291	5.00	336,841	5.00	342,770	
asst state compt i	1.00	112,638	3.00	180,228	3.00	183,194	
fiscal services administrator i	1.00	70,322	1.00	70,322	1.00	71,701	
fiscal services administrator i	2.00	125,263	2.00	125,602	2.00	128,058	
computer network spec lead	.00	23,139	1.00	51,354	1.00	51,854	
financial compliance auditor pr	1.00	58,783	1.00	58,783	1.00	59,358	
revenue administrator vi	11.00	587,808	10.00	572,359	10.00	582,395	
computer info services spec sup	1.00	27,006	.00	0	.00	0	
financial compliance auditor su	3.00	128,288	2.00	104,184	2.00	105,198	

PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2003 Positions	FY 2003 Expenditure	FY 2004 Positions	FY 2004 Appropriation	FY 2005 Positions	FY 2005 Allowance	Symbol
e00a05 Compliance Division							
e00a0501 Compliance Administration							
revenue administrator v	7.00	414,110	8.00	432,852	8.00	439,711	
computer network spec i	.00	23,426	1.00	37,255	1.00	38,691	
financial compliance auditor, l	1.00	50,535	1.00	50,535	1.00	51,519	
revenue administrator iv	4.00	233,403	5.00	252,675	5.00	256,119	
revenue field auditor supr	9.00	480,319	10.00	503,442	10.00	510,783	
computer info services spec ii	3.00	99,544	2.00	92,838	2.00	94,188	
financial compliance auditor ii	3.00	200,358	6.00	261,610	6.00	265,781	
revenue administrator iii	9.00	360,840	6.00	283,014	6.00	287,591	
revenue field auditor sr	29.50	1,398,929	30.50	1,429,357	30.50	1,450,910	
tax consultant i	.00	0	.00	0	1.00	34,908	New
financial compliance auditor i	1.00	61,857	1.00	38,037	1.00	39,504	
obs-fiscal specialist i	3.00	88,628	2.00	88,628	2.00	89,488	
revenue administrator ii	4.00	174,113	4.00	176,414	4.00	178,554	
revenue field auditor ii	16.00	720,843	17.00	676,627	17.00	689,127	
revenue specialist iii	5.00	220,721	5.00	221,570	5.00	224,578	
computer info services spec i	.00	13,631	1.00	30,664	1.00	31,836	
financial compliance auditor tr	2.00	11,412	.00	0	3.00	91,992	New
revenue administrator i	6.50	268,204	6.50	268,219	6.50	271,402	
revenue specialist ii	21.60	792,826	19.60	796,560	19.60	808,363	
obs-accountant-auditor iii	1.00	38,880	1.00	38,880	1.00	39,630	
revenue field auditor i	10.00	227,105	11.00	367,389	14.00	464,516	New
revenue specialist i	71.50	2,612,502	70.80	2,674,404	70.80	2,718,469	
revenue examiner iii	18.00	595,722	18.00	612,617	18.00	623,303	
revenue examiner iii	.20	0	.00	0	.00	0	
revenue examiner ii	12.00	137,698	2.00	56,608	2.00	57,843	
revenue examiner i	3.00	145,095	15.00	343,420	25.00	574,367	New
dp production control spec ii	1.00	34,135	1.00	34,135	1.00	34,790	
fiscal accounts technician supv	1.00	40,718	1.00	40,718	1.00	41,111	
paralegal ii	1.00	7,034	.00	0	.00	0	
fiscal accounts technician ii	3.00	107,908	3.00	107,908	3.00	109,640	
exec assoc i	1.00	43,243	1.00	44,314	1.00	45,173	
management assoc	1.00	40,826	1.00	41,504	1.00	41,906	
management associate	3.00	115,312	2.90	119,576	2.90	121,486	
fiscal accounts clerk superviso	1.00	30,982	1.00	30,982	1.00	32,167	
admin aide	4.00	134,863	4.00	135,202	4.00	137,987	
admin aide	1.00	16,406	1.00	26,958	1.00	27,982	
office supervisor	1.00	33,759	1.00	33,759	1.00	34,406	
fiscal accounts clerk, lead	1.00	32,246	1.00	32,246	1.00	32,863	
office secy iii	7.00	212,752	6.00	201,600	6.00	205,144	
fiscal accounts clerk ii	11.00	316,919	10.00	291,237	10.00	296,668	
office secy ii	4.00	127,846	4.00	127,968	4.00	129,802	
office processing clerk lead	1.00	32,347	1.00	32,347	1.00	32,657	
office secy i	1.00	29,988	1.00	29,988	1.00	30,561	
office services clerk	1.00	33,598	1.00	33,598	1.00	34,241	

PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2003 Positions	FY 2003 Expenditure	FY 2004 Positions	FY 2004 Appropriation	FY 2005 Positions	FY 2005 Allowance	Symbol
e00a05 Compliance Division							
e00a0501 Compliance Administration							
fiscal accounts clerk i	1.00	47,877	2.00	52,386	2.00	53,468	
obs-office clerk ii	1.00	0	1.00	31,492	1.00	31,793	
office clerk ii	2.90	113,928	2.90	82,557	2.90	83,854	
office processing clerk ii	2.00	25,123	1.00	25,123	1.00	25,597	
offset machine operator ii	1.00	28,118	1.00	28,118	1.00	28,652	
fiscal accounts clerk trainee	1.00	2,992	.00	0	.00	0	
stock clerk ii	1.00	14,840	.00	0	.00	0	
TOTAL e00a0501*	328.20	13,083,358	325.20	13,449,163	342.20	14,113,443	
TOTAL e00a05 **	328.20	13,083,358	325.20	13,449,163	342.20	14,113,443	
e00a06 Field Enforcement Division							
e00a0601 Field Enforcement Administration							
exec vi	1.00	91,957	1.00	91,957	1.00	91,957	
prgm mgr senior i	1.00	73,623	1.00	74,301	1.00	75,030	
asst state compt ii	2.00	120,643	2.00	120,643	2.00	122,418	
comp field enforcement agent ch	1.00	59,738	1.00	59,738	1.00	60,905	
revenue administrator vi	1.00	58,783	1.00	58,783	1.00	59,932	
administrator ii	1.00	50,941	1.00	50,941	1.00	51,437	
administrator i	1.00	47,701	1.00	47,701	1.00	48,627	
revenue administrator iv	2.00	100,107	2.00	100,107	2.00	102,054	
revenue administrator iii	2.00	92,854	2.00	92,854	2.00	93,756	
chemist iii	2.00	88,628	1.00	44,314	1.00	44,744	
revenue administrator ii	1.00	44,095	1.00	44,314	1.00	45,173	
personnel specialist iii	.00	1,896	.00	0	.00	0	
revenue administrator i	1.00	41,504	6.00	255,205	6.00	258,521	
chemist ii	1.00	73,023	3.00	99,452	3.00	101,560	
compliance inspector iii comptr	6.00	183,034	1.00	36,717	1.00	37,423	
octane specialist	1.00	35,345	1.00	35,345	1.00	36,024	
compliance inspector ii comptr	1.00	55,009	.00	0	.00	0	
lab tech ii	.00	-1,573	.00	0	.00	0	
comp field enforcement agent su	3.00	153,728	3.00	158,891	3.00	160,935	
comp field enforcement agent	16.00	730,357	16.00	731,227	16.00	744,604	
police officer ii	.00	2,196	.00	0	.00	0	
exec assoc i	.00	6,222	1.00	36,628	1.00	37,333	
management associate	1.00	65,366	1.00	39,947	1.00	40,718	
admin aide	2.00	41,985	1.00	35,740	1.00	36,428	
office secy i	1.00	23,096	1.00	23,096	1.00	23,964	
office clerk ii	2.00	34,777	1.00	28,652	1.00	28,925	
TOTAL e00a0601*	50.00	2,275,035	49.00	2,266,553	49.00	2,302,468	
TOTAL e00a06 **	50.00	2,275,035	49.00	2,266,553	49.00	2,302,468	

PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2003 Positions	FY 2003 Expenditure	FY 2004 Positions	FY 2004 Appropriation	FY 2005 Positions	FY 2005 Allowance	Symbol
e00a07 Alcohol and Tobacco Tax Division							
e00a0701 Alcohol and Tobacco Tax Administration							
asst state compt iv	1.00	86,495	1.00	86,495	1.00	86,495	
prgm mgr iv	1.00	59,123	1.00	55,219	1.00	57,373	
asst state compt ii	1.00	62,346	1.00	62,096	1.00	62,703	
revenue administrator vi	1.00	54,412	1.00	54,412	1.00	54,942	
revenue administrator iv	2.00	145,295	3.00	147,862	3.00	150,247	
computer info services spec ii	1.00	47,319	1.00	47,319	1.00	48,238	
revenue administrator iii	1.00	2,982	.00	0	.00	0	
revenue specialist i	3.00	110,194	3.00	110,193	3.00	111,968	
revenue examiner iii	3.00	131,681	5.00	172,052	5.00	174,359	
revenue examiner ii	2.00	62,441	1.00	27,517	1.00	28,040	
revenue examiner i	1.00	636	.00	0	.00	0	
exec assoc i	1.00	40,267	1.00	40,267	1.00	40,656	
management associate	1.00	28,451	.00	0	.00	0	
office secy iii	1.00	34,135	1.00	34,135	1.00	34,463	
obs-fiscal clerk iii, general	1.00	28,877	1.00	28,877	1.00	29,427	
TOTAL e00a0701*	21.00	894,654	20.00	866,444	20.00	878,911	
TOTAL e00a07 **	21.00	894,654	20.00	866,444	20.00	878,911	
e00a08 Motor Fuel Tax Division							
e00a0801 Motor Fuel Tax Administration							
asst state compt iv	1.00	84,135	1.00	84,135	1.00	84,135	
asst state compt iii	2.00	137,501	2.00	138,179	2.00	140,888	
revenue administrator vi	1.00	58,783	1.00	58,783	1.00	59,932	
revenue administrator v	1.00	54,688	1.00	55,027	1.00	55,564	
revenue administrator iv	1.00	50,535	1.00	50,535	1.00	51,027	
admin officer iii	2.00	89,017	2.00	89,356	2.00	90,665	
revenue administrator iii	1.00	46,980	1.00	47,319	1.00	47,779	
revenue administrator i	1.00	41,165	1.00	41,504	1.00	41,906	
revenue examiner iii	10.00	322,615	9.00	321,688	9.00	326,501	
revenue examiner ii	.00	17,785	1.00	27,517	1.00	28,040	
revenue examiner i	1.00	7,565	.00	0	.00	0	
exec assoc i	.00	9,938	1.00	42,648	1.00	43,472	
management associate	1.00	32,822	.00	0	.00	0	
TOTAL e00a0801*	22.00	953,529	21.00	956,691	21.00	969,909	
TOTAL e00a08 **	22.00	953,529	21.00	956,691	21.00	969,909	
e00a09 Central Payroll Bureau							
e00a0901 Payroll Management							
asst state compt v	.00	88,030	1.00	89,450	1.00	89,450	
asst state compt iv	1.00	2,061	.00	0	.00	0	
prgm mgr iv	1.00	78,128	1.00	78,128	1.00	79,663	
asst state compt ii	1.00	67,100	1.00	67,100	1.00	67,758	

PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2003 Positions	FY 2003 Expenditure	FY 2004 Positions	FY 2004 Appropriation	FY 2005 Positions	FY 2005 Allowance	Symbol
e00a09 Central Payroll Bureau							
e00a0901 Payroll Management							
it systems technical spec super	1.00	68,415	1.00	68,415	1.00	69,085	
accountant manager i	1.00	61,597	1.00	61,597	1.00	62,199	
it systems technical spec	1.00	64,029	1.00	64,029	1.00	64,656	
accountant supervisor i	1.00	48,084	1.00	48,084	1.00	49,017	
administrator ii	1.00	60,610	1.00	60,610	1.00	61,794	
accountant ii	1.00	0	.00	0	.00	0	
computer info services spec ii	1.00	37,645	1.00	37,645	1.00	39,095	
accountant i	.00	26,988	1.00	40,267	1.00	41,044	
accountant trainee	1.00	38,618	1.00	38,448	1.00	39,191	
obs-accountant-auditor iv	.50	23,209	1.00	41,504	1.00	41,906	
fiscal accounts technician ii	1.00	59,115	2.00	62,170	2.00	63,359	
fiscal accounts technician i	1.00	2,761	.00	0	.00	0	
central payroll supervisor	5.00	214,954	5.00	215,293	5.00	219,338	
exec assoc i	1.00	42,648	1.00	42,648	1.00	43,472	
central payroll clerk lead/adv	4.00	140,343	4.00	140,343	4.00	142,699	
central payroll clerk iii	4.00	244,870	11.00	350,259	11.00	355,488	
office secy iii	1.00	29,347	1.00	29,347	1.00	30,465	
central payroll clerk ii	7.00	108,944	.00	0	.00	0	
office secy ii	1.00	17,077	1.00	25,545	1.00	26,512	
central payroll clerk i	1.00	878	.00	0	.00	0	
TOTAL e00a0901*	37.50	1,525,451	37.00	1,560,882	37.00	1,586,191	
TOTAL e00a09 **	37.50	1,525,451	37.00	1,560,882	37.00	1,586,191	
e00a10 Information Technology Division							
e00a1001 Technology Support and Computer Center Operations							
exec vii	1.00	98,878	1.00	98,878	1.00	98,878	
prgm mgr senior ii	1.00	91,007	1.00	91,007	1.00	91,903	
dp asst director iii	2.00	154,411	2.00	154,750	2.00	156,271	
dp asst director ii	4.00	285,841	4.00	286,858	4.00	291,769	
data base spec manager	1.00	68,415	1.00	68,415	1.00	69,085	
dp asst director i	1.00	67,737	1.00	68,415	1.00	69,085	
dp programmer analyst manager	3.00	136,830	2.00	136,830	2.00	138,840	
dp technical support spec manag	2.00	134,837	2.00	135,515	2.00	138,170	
obs-data proc director i	1.00	68,415	1.00	68,415	1.00	69,755	
it systems technical spec super	5.00	300,134	5.00	319,461	5.00	325,338	
computer network spec supr	1.00	64,029	1.00	64,029	1.00	65,282	
data base spec supervisor	2.00	128,058	2.00	128,058	2.00	129,312	
dp programmer analyst superviso	7.00	419,274	7.00	446,975	7.00	452,603	
dp technical support spec super	5.00	319,730	5.00	316,485	5.00	320,834	
fiscal services administrator i	1.00	57,011	1.00	57,011	1.00	57,568	
it systems technical spec	9.00	554,066	9.00	551,404	9.00	560,400	
webmaster supr	.00	26,110	1.00	57,011	1.00	57,568	
data base spec ii	3.00	163,618	3.00	164,296	3.00	166,969	

PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2003 Positions	FY 2003 Expenditure	FY 2004 Positions	FY 2004 Appropriation	FY 2005 Positions	FY 2005 Allowance	Symbol
e00a10 Information Technology Division							
e00a1001 Technology Support and Computer Center Operations							
dp programmer analyst lead/adva	17.00	919,477	18.00	983,215	18.00	1,002,025	
dp technical support spec ii	6.00	284,318	6.00	335,444	6.00	339,240	
computer info services spec sup	1.00	50,602	1.00	50,941	1.00	51,437	
computer network spec ii	4.00	192,297	4.00	192,296	4.00	195,030	
dp programmer analyst ii	7.00	344,804	7.00	362,021	7.00	366,497	
dp staff spec	1.00	49,969	1.00	49,969	1.00	50,455	
webmaster ii	3.00	127,051	2.00	98,986	2.00	100,424	
accountant, advanced	1.00	43,351	1.00	43,351	1.00	45,029	
dp functional analyst ii	1.00	73,372	2.00	99,144	2.00	100,108	
dp technical support spec i	1.00	64,216	1.00	48,627	1.00	49,100	
webmaster i	.00	19,861	1.00	45,902	1.00	46,347	
admin officer iii	1.00	44,670	1.00	44,670	1.00	45,103	
computer info services spec ii	3.00	47,319	2.00	93,738	2.00	95,098	
computer network spec trainee	.00	27,579	1.00	46,419	1.00	46,869	
dp functional analyst i	1.00	19,161	.00	0	.00	0	
dp technical support spec train	.00	-2,281	.00	0	.00	0	
computer info services spec i	.00	73,740	.00	0	.00	0	
admin spec ii	1.00	27,982	1.00	27,982	1.00	28,515	
computer operator mgr i	1.00	59,869	1.00	57,658	1.00	58,221	
computer operator supr	6.00	251,267	7.00	290,071	7.00	295,029	
computer operator lead	7.00	306,747	9.00	356,408	9.00	361,510	
computer operator ii	21.00	618,975	18.00	633,628	18.00	647,520	
computer operator i	2.00	75,784	2.00	51,529	2.00	53,480	
computer operator trainee	1.00	7,657	.00	0	.00	0	
building guard ii	2.00	52,898	2.00	53,237	2.00	53,996	
obs-fiscal accounts supervisor	1.00	38,880	1.00	38,880	1.00	39,255	
exec assoc i	1.00	44,314	1.00	44,314	1.00	45,173	
management associate	1.00	40,197	1.00	39,947	1.00	40,718	
admin aide	2.00	66,110	2.00	64,787	2.00	66,581	
data entry operator supr	2.00	54,068	1.00	32,246	1.00	32,555	
office secy iii	2.00	35,770	1.00	38,265	1.00	38,634	
data entry operator lead	4.00	116,640	3.00	89,964	3.00	91,111	
office services clerk	1.00	6,526	.00	0	.00	0	
data entry operator ii	4.00	117,984	4.00	114,074	4.00	115,836	
data entry operator i	1.00	6,843	.00	0	.00	0	
building services worker ii	1.00	24,394	1.00	24,733	1.00	25,200	
TOTAL e00a1001*	157.00	7,470,812	152.00	7,666,259	152.00	7,785,726	
TOTAL e00a10 **	157.00	7,470,812	152.00	7,666,259	152.00	7,785,726	

PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2003 Positions	FY 2003 Expenditure	FY 2004 Positions	FY 2004 Appropriation	FY 2005 Positions	FY 2005 Allowance	Symbol
e20b01 Treasury Management							
e20b0101 Treasury Management							
treasurer state of maryland	1.00	105,048	1.00	116,667	1.00	118,750	
chf deputy treasurer	1.00	104,000	1.00	104,000	1.00	104,000	
div dir ofc atty general	1.00	101,982	1.00	101,982	1.00	103,993	
prgm mgr senior iii	1.00	53,780	1.00	89,977	1.00	90,863	
prgm mgr senior ii	1.00	94,830	1.00	85,837	1.00	87,526	
prgm mgr senior i	1.00	102,370	1.00	75,759	1.00	76,503	
dp director ii	1.00	66,660	1.00	78,128	1.00	78,896	
prgm mgr iii	1.00	6,850	1.00	73,107	1.00	74,542	
treasury spec vii	3.00	177,450	3.00	213,021	3.00	216,495	
dp programmer analyst manager	1.00	55,967	1.00	58,593	1.00	59,738	
treasury spec vi	3.00	176,433	3.00	152,368	3.00	155,646	
computer network spec lead	1.00	54,412	1.00	54,412	1.00	54,942	
dp programmer analyst lead/adva	1.00	53,371	1.00	53,371	1.00	53,892	
dp programmer analyst ii	1.00	49,108	1.00	56,100	1.00	57,194	
obs-data proc mgr ii	1.00	47,701	1.00	47,701	1.00	48,627	
obs-fiscal specialist iii	1.00	50,535	1.00	50,535	1.00	51,027	
treasury spec v	3.00	140,991	3.00	142,356	3.00	145,122	
treasury spec iv	2.00	91,989	2.00	91,989	2.00	92,882	
treasury spec iii	6.00	205,453	6.00	235,881	6.00	240,598	
treasury spec ii	2.00	59,651	2.00	72,168	2.00	73,742	
obs-data proc supv ii, edp	1.00	38,880	1.00	38,880	1.00	39,255	
admin aide	1.00	35,740	1.00	35,740	1.00	36,428	
obs-fiscal clerk iii, general	1.00	0	.00	0	.00	0	
TOTAL e20b0101*	36.00	1,873,201	35.00	2,028,572	35.00	2,060,661	
TOTAL e20b01 **	36.00	1,873,201	35.00	2,028,572	35.00	2,060,661	
e20b02 Insurance Protection							
e20b0201 Insurance Management							
asst attorney general viii	1.00	88,570	1.00	89,249	1.00	90,128	
prgm mgr senior i	1.00	82,140	1.00	81,890	1.00	82,696	
treasury spec vii	1.00	82,498	1.00	76,005	1.00	76,751	
treasury spec vi	2.00	117,913	2.00	114,391	2.00	116,022	
casualty claims adjuster super	3.00	152,977	3.00	148,846	3.00	151,250	
casualty claims adjuster lead	1.00	44,138	1.00	46,419	1.00	46,869	
casualty claims adjuster ii	1.00	41,044	1.00	41,044	1.00	41,839	
treasury spec iii	1.00	41,425	1.00	32,715	1.00	33,969	
casualty claims adjuster i	2.00	73,359	2.00	73,359	2.00	75,094	
treasury spec ii	1.00	37,721	1.00	37,721	1.00	38,448	
admin spec iii	1.00	36,717	1.00	36,717	1.00	37,423	
casualty claims adjuster associ	1.00	32,863	1.00	32,863	1.00	33,178	
management assoc	1.00	39,191	1.00	39,191	1.00	39,947	
TOTAL e20b0201*	17.00	870,556	17.00	850,410	17.00	863,614	
TOTAL e20b02 **	17.00	870,556	17.00	850,410	17.00	863,614	

PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2003 Positions	FY 2003 Expenditure	FY 2004 Positions	FY 2004 Appropriation	FY 2005 Positions	FY 2005 Allowance	Symbol
e50c00 State Department of Assessments and Taxation							
e50c0001 Office of the Director							
dir dept assessmnts taxation	1.00	104,804	1.00	104,804	1.00	104,804	
dep dir assmts and tax	1.00	91,390	1.00	91,390	1.00	91,390	
exec iv	1.00	75,206	1.00	75,206	1.00	75,206	
principal counsel	1.00	101,154	1.00	101,154	1.00	103,149	
asst attorney general vii	1.00	83,502	1.00	83,502	1.00	85,143	
asst attorney general vi	1.00	78,128	1.00	78,128	1.00	79,663	
prgm mgr ii	1.00	67,100	1.00	67,100	1.00	67,758	
personnel administrator iii	1.00	62,801	1.00	62,801	1.00	64,029	
administrator iii	.00	0	1.00	58,783	1.00	59,358	
fiscal services administrator i	1.00	61,847	1.00	61,597	1.00	62,199	
accountant supervisor i	1.00	48,504	1.00	53,975	1.00	54,501	
administrator ii	2.00	110,054	1.00	55,027	1.00	56,100	
admin officer iii	.00	11,046	1.00	47,319	1.00	47,779	
personnel officer ii	1.00	46,980	1.00	47,319	1.00	48,238	
admin officer ii	1.00	36,787	1.00	40,267	1.00	41,044	
admin spec iii	1.00	32,276	.00	0	.00	0	
admin spec ii	1.00	35,740	.00	0	.00	0	
agency procurement specialist i	.00	12,390	1.00	43,821	1.00	44,670	
personnel associate iii	1.00	38,173	1.00	37,423	1.00	38,145	
personnel associate ii	1.00	89,702	3.00	98,438	3.00	100,494	
personnel associate i	1.00	1,576	.00	0	.00	0	
personnel clerk	1.00	880	.00	0	.00	0	
obs-executive associate iii	1.00	47,745	1.00	48,084	1.00	48,551	
exec assoc i	1.00	37,574	1.00	36,628	1.00	38,037	
management assoc	1.00	40,718	1.00	40,718	1.00	41,111	
fiscal accounts clerk superviso	1.00	34,592	.00	0	.00	0	
admin aide	1.00	35,740	1.00	35,740	1.00	36,084	
office secy iii	1.00	32,722	1.00	33,493	1.00	33,814	
fiscal accounts clerk ii	3.00	84,623	3.00	93,090	3.00	94,284	
TOTAL e50c0001*	29.00	1,503,754	28.00	1,495,807	28.00	1,515,551	
e50c0002 Real Property Valuation							
exec iv	1.00	50,112	.00	0	.00	0	
prgm mgr senior i	.00	28,506	1.00	78,764	1.00	79,538	
prgm mgr iv	2.00	154,750	2.00	154,750	2.00	157,791	
supv of assessments cnty scale	3.00	319,833	3.00	324,123	3.00	335,310	
supv of assessments class a	2.00	146,214	2.00	146,214	2.00	148,367	
administrator v	1.00	0	.00	0	.00	0	
assmnts area supv ii	2.00	136,830	2.00	136,830	2.00	139,510	
supv of assessments class b	7.00	440,117	7.00	439,866	7.00	447,844	
administrator iii	1.00	-918	.00	0	.00	0	
assmnts area supv i	5.00	286,254	5.00	286,253	5.00	290,706	
supv of assessments class c	12.00	698,371	12.00	688,288	12.00	700,580	

PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2003 Positions	FY 2003 Expenditure	FY 2004 Positions	FY 2004 Appropriation	FY 2005 Positions	FY 2005 Allowance	Symbol
e50c0002 Real Property Valuation							
assmnts asst supv class a	3.00	195,873	3.00	185,601	3.00	188,561	
assmnts asst supv cnty scale	2.00	172,583	2.00	172,684	2.00	181,622	
assmnts asst supv class b	7.00	384,511	7.00	385,189	7.00	390,556	
assmnts office manager a	4.00	265,023	5.00	252,290	5.00	256,712	
supv property maps	1.00	55,027	.00	0	.00	0	
administrator i	.00	13,999	.00	0	.00	0	
assessor adv commercial indus	10.00	704,247	16.00	772,315	16.00	786,659	
assessor mgr real property	10.00	453,157	8.00	402,372	8.00	408,729	
assmnts asst supv class c	11.00	548,170	11.00	554,922	11.00	563,768	
assessor supv i cnty scale	4.00	191,420	3.00	195,264	3.00	200,874	
assessor ii commercial indust	28.00	1,150,825	27.00	1,243,110	27.00	1,264,335	
assessor supv real property	28.00	1,344,384	29.00	1,351,698	29.00	1,374,300	
assmnts office manager assistan	4.00	163,911	5.00	196,697	5.00	202,065	
assessor advanced real property	33.00	1,253,772	30.00	1,266,016	30.00	1,288,410	
assessor i commercial industr	8.00	195,994	2.00	77,029	2.00	79,142	
assmnts office manager b	7.00	304,856	7.00	302,255	7.00	308,841	
assessor iii real property	71.00	2,611,087	73.00	2,798,609	73.00	2,850,862	
assmnts office manager c	12.00	481,410	12.00	481,158	12.00	489,918	
assessor iii cnty scale	1.00	0	1.00	30,000	1.00	30,000	
assessor supv ii cnty scale	6.00	496,714	7.00	534,334	7.00	551,984	
admin spec iii	.00	0	1.00	30,982	1.00	32,167	
assmnts office manager assistan	7.00	257,284	6.00	220,440	6.00	223,623	
assessor ii real property	20.00	566,293	22.00	724,101	22.00	735,862	
assessor i real property	14.00	255,834	4.00	105,948	4.00	108,545	
assmnts commercial industrial c	1.00	80,034	1.00	80,132	1.00	82,937	
cartographer iii	1.00	38,880	.00	0	.00	0	
cartographer ii	6.00	207,498	.00	0	.00	0	
assessor assoc real property	3.00	78,294	2.00	54,855	2.00	55,898	
exec assoc i	1.00	37,942	1.00	41,839	1.00	42,244	
assmnts records supv iii	12.00	420,858	12.00	423,584	12.00	430,064	
assmnts records supv ii	3.00	131,553	5.00	160,542	5.00	163,439	
office secy iii	5.00	167,368	6.00	202,896	6.00	206,134	
assmnts records supv i	14.00	357,789	11.00	340,674	11.00	346,104	
office secy ii	8.00	248,144	7.00	212,187	7.00	215,188	
office services clerk lead	1.00	30,226	2.00	62,218	2.00	63,101	
office secy i	2.00	59,617	2.00	59,976	2.00	60,836	
office services clerk	114.00	3,011,449	111.00	3,161,899	111.00	3,217,111	
office clerk ii	22.00	505,629	16.00	390,372	16.00	399,366	
office processing clerk ii	1.00	22,138	1.00	22,487	1.00	22,909	
office clerk i	4.00	22,249	.00	0	.00	0	
assmnts supv cnty scale	3.00	159,073	2.00	80,870	2.00	83,175	
assmnts clerk cnty scale	1.00	48,352	1.00	48,655	1.00	50,358	
TOTAL e50c0002*	529.00	19,953,536	495.00	19,881,288	495.00	20,256,045	

PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2003 Positions	FY 2003 Expenditure	FY 2004 Positions	FY 2004 Appropriation	FY 2005 Positions	FY 2005 Allowance	Symbol
e50c0004 Office of Information Technology							
prgm mgr senior iii	1.00	95,401	1.00	95,401	1.00	97,280	
dp director i	1.00	73,107	1.00	73,107	1.00	74,542	
dp asst director i	1.00	68,415	1.00	68,415	1.00	69,085	
computer network spec mgr	1.00	68,415	1.00	68,415	1.00	69,755	
computer network spec supr	1.00	64,029	1.00	64,029	1.00	65,282	
data base spec supervisor	1.00	62,801	1.00	62,801	1.00	64,029	
dp programmer analyst superviso	1.00	49,278	1.00	61,597	1.00	62,801	
computer network spec lead	.00	96,745	2.00	115,338	2.00	117,590	
data base spec ii	1.00	58,783	1.00	58,783	1.00	59,358	
dp programmer analyst lead/adva	4.00	240,123	4.00	242,158	4.00	245,709	
computer info services spec sup	1.00	9,799	.00	0	.00	0	
computer network spec ii	2.00	63,404	1.00	53,975	1.00	54,501	
dp functional analyst lead	.00	49,782	1.00	53,975	1.00	54,501	
dp programmer analyst ii	2.00	120,927	2.00	101,882	2.00	102,874	
webmaster ii	1.00	39,766	1.00	39,766	1.00	41,302	
administrator i	1.00	0	.00	0	.00	0	
dp programmer analyst i	1.00	30,700	.00	0	.00	0	
computer info services spec ii	5.00	133,085	2.00	87,023	2.00	88,258	
computer network spec trainee	.00	80,641	2.00	93,738	2.00	94,648	
assessor iii real property	.00	41,165	.00	0	.00	0	
management associate	1.00	32,575	1.00	40,718	1.00	41,111	
TOTAL e50c0004*	26.00	1,478,941	24.00	1,381,121	24.00	1,402,626	
e50c0005 Business Property Valuation							
exec iv	1.00	89,580	1.00	89,580	1.00	89,580	
prgm mgr iii	1.00	79,269	1.00	79,019	1.00	79,795	
prgm mgr ii	1.00	68,415	1.00	68,415	1.00	69,085	
prgm mgr i	3.00	180,453	3.00	180,453	3.00	183,443	
administrator i	3.00	151,605	3.00	151,605	3.00	153,573	
admin officer iii	2.00	94,638	2.00	94,638	2.00	96,476	
assessor iv personal property	1.00	2,844	.00	0	.00	0	
admin officer ii	1.00	40,705	1.00	41,044	1.00	41,839	
assessor advanced personal prop	5.00	212,219	5.00	212,218	5.00	215,466	
admin officer i	1.00	40,718	1.00	40,718	1.00	41,111	
assessor iii pers property	13.00	533,480	17.00	659,545	17.00	671,780	
assessor ii pers property	1.00	105,090	1.00	31,303	1.00	32,500	
assessor i pers property	4.00	26,609	.00	0	.00	0	
admin aide	1.00	35,066	1.00	35,066	1.00	35,403	
office secy ii	4.50	123,797	4.50	128,829	4.50	131,324	
office services clerk lead	.00	25,253	1.00	31,992	1.00	32,298	
office secy i	1.00	18,803	.00	0	.00	0	
office services clerk	1.00	61,602	2.00	57,237	2.00	58,325	
office clerk ii	1.00	28,118	1.00	28,118	1.00	28,652	
office clerk i	2.00	5,258	.00	0	.00	0	
TOTAL e50c0005*	47.50	1,923,522	45.50	1,929,780	45.50	1,960,650	

PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2003 Positions	FY 2003 Expenditure	FY 2004 Positions	FY 2004 Appropriation	FY 2005 Positions	FY 2005 Allowance	Symbol
e50c0008 Property Tax Credit Programs							
prgm mgr ii	1.00	62,096	1.00	62,096	1.00	62,703	
admin officer iii	1.00	37,935	1.00	50,131	1.00	51,106	
admin spec iii	4.00	154,063	4.00	154,063	4.00	156,660	
assmnts records supv iii	2.00	71,480	2.00	71,480	2.00	72,512	
assmnts records supv i	3.00	95,279	3.00	95,375	3.00	96,288	
office secy ii	1.00	25,545	1.00	25,545	1.00	26,512	
office secy i	1.00	0	1.00	22,260	1.00	22,678	
office services clerk	20.00	543,964	20.00	547,501	20.00	558,955	
office clerk ii	.00	77,291	5.00	119,428	5.00	122,591	
office clerk i	6.00	48,433	.00	0	.00	0	
assmnts clerk cnty scale	1.00	47,681	1.00	47,739	1.00	49,410	
TOTAL e50c0008*	40.00	1,163,767	39.00	1,195,618	39.00	1,219,415	
e50c0010 Charter Unit							
prgm mgr ii	2.00	129,320	2.00	129,320	2.00	130,586	
charter specialist iii	5.00	244,051	5.00	267,914	5.00	271,548	
dp functional analyst lead	.00	2,189	.00	0	.00	0	
administrator i	.00	5,123	.00	0	.00	0	
admin officer i	1.00	41,754	1.00	41,504	1.00	41,906	
admin spec iii	1.00	38,880	1.00	38,880	1.00	39,255	
admin spec ii	6.00	212,384	6.00	212,473	6.00	215,527	
paralegal ii	1.00	38,145	1.00	38,145	1.00	38,880	
fiscal accounts technician ii	1.00	33,123	1.00	33,123	1.00	33,759	
admin aide	1.00	35,566	1.00	35,066	1.00	35,740	
office supervisor	2.00	69,749	2.00	69,499	2.00	70,511	
data entry operator supr	2.00	64,492	2.00	64,492	2.00	65,726	
office secy iii	4.00	125,580	4.00	131,527	4.00	132,786	
office secy ii	1.00	31,992	1.00	31,992	1.00	32,298	
office services clerk lead	3.00	110,012	4.00	118,121	4.00	119,813	
services specialist	1.00	32,242	1.00	31,992	1.00	32,298	
office services clerk	8.00	325,988	12.00	322,626	12.00	330,228	
data entry operator ii	1.00	58,325	3.00	67,493	3.00	70,028	
office clerk ii	21.00	322,716	16.00	374,141	16.00	382,570	
data entry operator i	3.00	28,885	1.00	20,347	1.00	21,105	
office clerk i	.00	-1,227	.00	0	.00	0	
TOTAL e50c0010*	64.00	1,949,289	64.00	2,028,655	64.00	2,064,564	
TOTAL e50c00 **	735.50	27,972,809	695.50	27,912,269	695.50	28,418,851	
e75d00 State Lottery Agency							
e75d0001 Administration and Operations							
dir state lottery	1.00	128,994	1.00	128,994	1.00	128,994	
exec vi	1.00	81,437	1.00	86,635	1.00	86,635	
prgm mgr senior iii	1.00	91,749	1.00	91,749	1.00	93,556	

PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2003 Positions	FY 2003 Expenditure	FY 2004 Positions	FY 2004 Appropriation	FY 2005 Positions	FY 2005 Allowance	Symbol
e75d00 State Lottery Agency							
e75d0001 Administration and Operations							
prgm mgr senior ii	2.00	97,901	2.00	155,819	2.00	160,115	
dep dir state lottery	2.00	162,389	2.00	162,389	2.00	165,582	
administrator vii	1.00	69,531	1.00	69,531	1.00	70,893	
asst attorney general vi	1.50	122,025	1.50	114,212	1.50	116,070	
prgm mgr iv	1.00	76,622	1.00	76,622	1.00	77,375	
prgm mgr iii	1.00	73,107	1.00	73,107	1.00	74,542	
administrator v	1.00	68,415	1.00	68,415	1.00	69,085	
dp programmer analyst manager	1.00	59,738	1.00	59,738	1.00	60,905	
dp quality assurance spec manag	1.00	62,096	1.00	62,096	1.00	63,309	
obs-lottery sales manager	1.00	67,100	1.00	67,100	1.00	67,758	
prgm mgr ii	6.00	382,859	6.00	400,125	6.00	405,348	
administrator iv	1.00	50,817	1.00	50,817	1.00	52,794	
prgm mgr i	6.00	319,411	6.00	319,411	6.00	326,213	
computer network spec supr	1.00	62,801	1.00	62,801	1.00	63,415	
dp programmer analyst superviso	1.00	62,801	1.00	62,801	1.00	63,415	
accountant supervisor ii	1.00	64,756	1.00	64,756	1.00	66,022	
data base spec ii	1.00	54,412	1.00	54,412	1.00	54,942	
management specialist v	1.00	57,658	1.00	57,658	1.00	58,783	
administrator ii	5.00	248,944	4.00	199,848	4.00	204,074	
administrator ii	.00	0	1.00	51,933	1.00	52,439	
computer network spec ii	1.00	60,610	1.00	60,610	1.00	61,794	
dp staff spec	1.00	52,944	1.00	52,944	1.00	53,460	
dp staff spec	1.00	53,975	1.00	53,975	1.00	55,027	
administrator i	3.00	142,359	3.00	142,356	3.00	144,668	
dp programmer analyst i	3.00	126,823	3.00	126,823	3.00	130,117	
equal opportunity officer iii	1.00	45,902	1.00	45,902	1.00	46,792	
internal auditor ii	1.00	50,535	1.00	50,535	1.00	51,027	
admin officer iii	3.00	138,459	3.00	138,459	3.00	140,263	
pub affairs officer ii	3.00	135,323	3.00	135,912	3.00	137,680	
admin officer ii	1.00	44,314	1.00	44,314	1.00	44,744	
agency buyer v	1.00	40,887	.00	0	.00	0	
accountant trainee	1.00	37,721	1.00	37,721	1.00	38,085	
computer info services spec i	1.00	40,718	1.00	40,718	1.00	41,111	
equal opportunity officer i	1.00	39,898	1.00	39,947	1.00	40,333	
personnel specialist iii	1.00	22,263	1.00	30,664	1.00	31,836	
pub affairs officer i	6.00	202,866	5.00	167,906	5.00	172,419	
research analyst v	1.00	37,721	1.00	37,721	1.00	38,448	
admin spec iii	3.00	111,024	3.00	111,704	3.00	113,488	
lottery spec ii	.50	38,880	.50	19,440	.50	19,628	
admin spec i	4.00	126,041	4.00	112,901	4.00	115,546	
lottery regional manager	5.00	255,399	5.00	254,635	5.00	258,265	
lottery representative iii	6.00	247,132	6.00	263,843	6.00	270,166	
lottery security supervisor	1.00	45,029	1.00	45,029	1.00	45,466	
lottery spec iii	1.00	37,645	1.00	37,645	1.00	39,095	

PERSONNEL DETAIL

Financial and Revenue Administration

Classification Title	FY 2003 Positions	FY 2003 Expenditure	FY 2004 Positions	FY 2004 Appropriation	FY 2005 Positions	FY 2005 Allowance	Symbol

e75d00 State Lottery Agency							
e75d0001 Administration and Operations							
computer operator supr	1.00	42,648	1.00	42,648	1.00	43,472	
lottery representative ii	31.00	1,226,938	31.00	1,269,255	31.00	1,291,990	
lottery representative i	9.00	273,372	8.00	272,223	8.00	280,111	
lottery representative i	.00	0	1.00	35,638	1.00	37,009	
agency buyer iii	1.00	30,650	1.00	32,167	1.00	33,399	
computer operator ii	4.00	151,337	4.00	151,858	4.00	153,690	
lottery spec i	1.00	69,499	2.00	69,499	2.00	70,167	
lottery security specialist	3.00	90,621	3.00	105,726	3.00	107,383	
fiscal accounts technician supv	1.00	41,345	1.00	41,504	1.00	42,307	
fiscal accounts technician ii	7.00	235,488	7.00	245,606	7.00	249,655	
fiscal accounts technician i	2.00	68,407	2.00	68,951	2.00	70,274	
obs-executive associate iii	1.00	46,287	1.00	46,287	1.00	48,084	
fiscal accounts clerk manager	2.00	88,628	2.00	88,628	2.00	89,917	
admin aide	3.00	107,908	2.00	72,168	2.00	73,556	
admin aide	.00	0	1.00	35,740	1.00	36,428	
warehouse supervisor	1.00	35,066	1.00	35,066	1.00	35,740	
legal secretary	1.00	31,048	1.00	31,048	1.00	31,344	
office secy iii	1.00	26,243	1.00	26,243	1.00	26,740	
fiscal accounts clerk ii	9.00	239,088	8.00	242,366	8.00	246,403	
office secy ii	1.00	16,367	1.00	23,722	1.00	24,616	
office services clerk lead	1.00	24,848	1.00	23,722	1.00	24,169	
supply officer iii	3.00	88,065	3.00	85,551	3.00	86,906	

TOTAL e75d0001*	172.00	7,533,884	170.00	7,638,289	170.00	7,775,082	
TOTAL e75d00 **	172.00	7,533,884	170.00	7,638,289	170.00	7,775,082	
e80e00 Property Tax Assessment Appeals Boards							
e80e0001 Property Tax Assessment Appeals Boards							
admin prop tax assess appeal bd	1.00	73,701	1.00	73,701	1.00	74,425	
mbr assess appeal board	.00	251,444	.00	255,552	.00	255,552	
exec assoc i	1.00	36,628	1.00	36,628	1.00	37,333	
office secy iii	5.00	167,466	5.00	167,465	5.00	169,391	
office services clerk	2.00	54,855	2.00	54,855	2.00	56,367	

TOTAL e80e0001*	9.00	584,094	9.00	588,201	9.00	593,068	
TOTAL e80e00 **	9.00	584,094	9.00	588,201	9.00	593,068	

